



Council

Wednesday 9 April 2025
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:- **1 April 2025**

COUNCIL

Wednesday 9 April 2025 at 2.00 p.m.

THE MAYOR (Councillor Sheila Cowen)
DEPUTY MAYOR (Councillor Rukhsana Ismail)

CHIEF EXECUTIVE (Sharon Kemp OBE)

MEMBERS OF THE COUNCIL

ANSTON AND WOODSETTS

BAUM-DIXON, Timothy J.
BLACKHAM, John M.
TARMEY, Drew S.

ASTON AND TODWICK

ALLEN, Sarah A.
BACON, Joshua

AUGHTON AND SWALLOWNEST

PITCHLEY, Lyndsay
TAYLOR, Robert P.

BOSTON CASTLE

ALAM, Saghir
HUSSAIN, Ashiq
YASSEEN, Taiba K.

BRAMLEY AND RAVENFIELD

DUNCAN, Elizabeth J.
REYNOLDS, Gregory

BRINSWORTH

CARTER, Adam J.
CARTER, Charlotte R.

DALTON AND THRYBERGH

BENNETT-SYLVESTER, Michael D.P.
RYALLS, Jodie

DINNINGTON

CLARKE, Amanda M.
CASTLEDINE-DACK, Sophie
HALL, Julia

GREASBROUGH

BERESFORD, Linda J.
ELLIOTT, Robert W.

HELLABY AND MALTBY WEST

BALL, Simon A.
STABLES, Lynda J.

HOOBER

BRENT, Rajmund E.
LELLIOTT, Denise
WILLIAMS, John

KEPPEL

CURRIE, Simon
FOSTER, Carole
GARNETT, Gillian S.

KILNHURST AND SWINTON (EAST)

CUSWORTH, Victoria
HARPER, Nigel

MALTBY EAST

SUTTON, Donna E.
TINSLEY, Adam J.

RAWMARSH EAST

HUGHES, Rachel E.M.
SHEPPARD, David

RAWMARSH WEST

BAKER-ROGERS, Joanna
STEELE, Brian

ROTHER VALE

ADAIR, Terry
BAGGALEY, Jamie

ROTHERHAM EAST

AHMED, Angham S.T.
ISMAIL, Rukhsana B.
RASHID, Haroon

ROTHERHAM WEST

JONES, Ian P.
KEENAN, Eve
MCKIERNAN, Cameron D.P.

SITWELL

BOWER, Michael A.
FISHER, David F.
THORP, Paul S.

SWINTON ROCKINGHAM

MONK, Gina
READ, Chris

THURCROFT & WICKERSLEY

COLLINGHAM, Zachary A.
COLLINGHAM, Thomas R.

WALES

BECK, Dominic E.
HAVARD, Marnie A.

WATH

COWEN, Sheila A.
JACKSON, David R.

WICKERSLEY NORTH

KNIGHT, Stuart
MARSHALL, Lynda
MAULT, James J.

Council Meeting Agenda

Time and Date:-

Wednesday 9 April 2025 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 7 - 92)

To receive the record of proceedings of the ordinary meeting of the Council held on 5 March 2025 and to approve the accuracy thereof.

4. Petitions (Pages 93 - 102)

To report on any petitions 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 103 - 122)

To note the minutes of the Cabinet Meeting held on 17 March 2025.

10. Nominations - Mayor-Elect and Deputy Mayor-Elect for the 2025-26 Municipal Year

To consider nominations and approve the Mayor-Elect and Deputy Mayor-Elect for the 2025-26 Municipal Year.

11. Overview and Scrutiny Management Board Update - April 2025 (Pages 123 - 142)

To receive an update on the activities of the Council's Overview and Scrutiny bodies in accordance with Council Procedure Rule 14.

12. Cabinet's response to Outcomes from the Overview and Scrutiny Management Board relating to the Children's Commissioner's Takeover Challenge - Health and Wellbeing (Pages 143 - 180)

To note Cabinet's response to the outcomes from the Overview and Scrutiny Management Board Children's Commissioner's Takeover Challenge - Health and Wellbeing.

13. Proposed Constitution Amendments (Pages 181 - 253)

To consider the recommendations of the Constitution Working Group in respect of proposed amendments to the Council's Constitution and to adopt the document for the 2025-26 municipal year.

14. Notice of Motion - Selective Licensing (Page 255)

To be moved by Councillor Bennett-Sylvester and seconded by Councillor Currie.

15. Notice of Motion - Holding the Labour Government accountable for misleading voters on welfare reform (Page 257)

To be moved by Councillor Z Collingham and seconded by Councillor A Carter.

16. Notice of Motion - Save our Rivers: Residents shouldn't pay for water company pollution (Pages 259 - 260)

To be moved by Councillor Tarmey and seconded by Councillor A Carter.

17. Notice of Motion - Impact of Disability Welfare Cuts (Pages 261 - 262)

To be moved by Councillor Yasseen and seconded by Councillor Havard.

18. Audit Committee (Pages 263 - 274)

To note receipt of the Audit Committee minutes.

19. Licensing Board and Licensing Committee (Pages 275 - 280)

To note receipt of the Licensing Sub Committee minutes.

20. Standards and Ethics Committee (Pages 281 - 283)

To note receipt of the Standards and Ethics Committee minutes.

21. Members' Questions to Designated Spokespersons

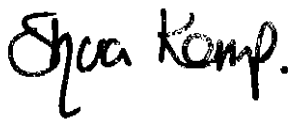
To put questions, if any, to the designated Members on the discharge of functions of the South Yorkshire Police and Crime Panel, South Yorkshire Fire and Rescue Authority, South Yorkshire Mayoral Combined Authority and South Yorkshire Pensions Authority, in accordance with Council Procedure Rule 11(5).

22. 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).

23. Urgent Items

Any other public items which the Mayor determines are urgent.



SHARON KEMP OBE,
Chief Executive.

**The next meeting of the Council will be on
16 May 2025 at 2.00 p.m.**

COUNCIL MEETING
5th March, 2025

Present:- The Mayor of Rotherham (Councillor Sheila Cowen) (in the Chair); Councillors Ismail, Adair, Ahmed, Allen, Bacon, Baggaley, Baker-Rogers, Ball, Baum-Dixon, Beck, Bennett-Sylvester, Beresford, Blackham, Bower, Brent, A. Carter, C. Carter, Castledine-Dack, Clarke, T. Collingham, Z. Collingham, Currie, Cusworth, Duncan, Fisher, Foster, Garnett, Harper, Havard, Hughes, Hussain, Jackson, Jones, Keenan, Knight, Lelliott, Marshall, Mault, McKiernan, Monk, Pitchley, Rashid, Read, Reynolds, Sheppard, Steele, Sutton, Tarmey, Taylor, Thorp, Tinsley, Williams and Yasseen.

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

114. ANNOUNCEMENTS

The Mayor reported the sudden passing of Dame Julie Kenny DBE DL. Dame Julie had served as a Government appointed Commissioner at Rotherham Council from 2015-2018. She was well known for her achievements across Rotherham and was also one of Yorkshire's most successful businesswomen and community champions. More recently, she was best known for her efforts to save and restore Wentworth Woodhouse. Dame Julie was granted the title of Honorary Freewoman of Rotherham in 2021 in recognition of her extraordinary contribution to Rotherham. On behalf of the Council, the Mayor sent deep condolences to Dame Julie's family and asked everyone to join her in observing a minute's silence.

The Mayor had been honoured to attend the tenth Holocaust Memorial Day event in Clifton Park. A full list of Mayoral activities was contained in Appendix A of the Mayor's letter.

It was noted that the Council meeting was taking place during Ramadan. This meant members in the community and some elected Members were fasting each day from dawn until sunset and the Mayor gave them her best wishes. The Mayor also noted the start of Lent and wished those celebrating her best.

115. APOLOGIES FOR ABSENCE

Resolved: That apologies for absence be received from Councillors Alam, Elliott, Fisher, Hall, Ryalls and Stables.

116. MINUTES OF THE PREVIOUS COUNCIL MEETING

Consideration was given to the minutes of the previous Council meeting held on 15 January 2025.

Resolved:- That the minutes of the meeting of Council held on 15 January 2025 be approved for signature by the Mayor.

Mover:- Councillor Read

Seconder:- Councillor Sheppard

117. PETITIONS

There were no petitions to consider.

118. DECLARATIONS OF INTEREST

Councillor Monk declared a personal interest in Agenda Item 10 (Budget and Council Tax 2025-26) on the grounds of a close family member who was a business operator in the borough. As this was a non-pecuniary interest Councillor Monk remained in the chamber and voted on the item.

119. PUBLIC QUESTIONS

Seven public questions had been submitted for the meeting.

(1) Mr. Haycock referred to the New Bill taken to Parliament by M.P. Lee Pitcher calling for the tampering/vandalisation of emergency safety equipment to be a criminal offence. He asked would this Council continue to give full support and help the family to protect lifesaving emergency equipment. Damaged lifesaving stations could not be accessed in difficult situations. Lifesaving equipment needed to be protected to save lives.

Councillor Sheppard, Deputy Leader and Cabinet Member for Social Inclusion and Neighbourhood Working, thanked Mr. Haycock for his question and for all the work he, his family and friends have done on ensuring lifesaving equipment was available and kept safe.

The Council would support the recent Bill introduced to Parliament by M.P. Lee Pitcher, which aimed to make the tampering and vandalism of emergency safety equipment a criminal offence. The critical importance of protecting life-saving equipment was understood in communities, as damaged or inaccessible stations could have devastating consequences in emergency situations.

The Council stood united with Mr. Haycock, his family and the community in a shared commitment to safeguarding lifesaving equipment and would work diligently to ensure its effectiveness in saving lives.

Personally, the Cabinet Member wanted to thank Mr. Haycock for all he had been doing in the meetings that have been held over recent years. It was a privilege to work alongside him and the work he had done had been fantastic.

In a supplementary question Mr. Haycock pointed out he was aware that at some point there had been some work done on local bylaws that could prevent more damage to local equipment. He asked whether this was still going to be pursued despite the fact that it had also gone to Parliament.

Councillor Sheppard was aware there was a meeting to be held shortly so was happy to include this matter on the agenda.

(2) Ms. Cartland-Ward asked a question in relation to the Rotherham Borough Selective Licensing Schemes, which were stated as "not having been successful" during the 2015-2025 period. What options have been fully reviewed by the Council as alternatives to the proposed 2020-2025 Selective Licensing Scheme, currently going through consultation?

Councillor Allen, Cabinet Member for Housing, explained the phrase 'not having been successful' was not used in the Cabinet report so was unsure where this came from. The report stated that the previous Selective Licensing Schemes have focused strongly on the inspection of properties and enforcement. The Cabinet report also noted the positive outcomes of the sustained focus on these areas and credited the large numbers of landlords who have maintained improvements in both repair and management from the first scheme.

Alternative schemes considered would be detailed in the Cabinet report prior to any final decision but, briefly, these have included things like a reactive service model, a self-regulated model and the Council would also give consideration to alternative proposals made during the consultation.

In a supplementary question Ms. Cartland-Ward asked why the Council dismissed its own service's officers' suggestion to put any new selective licensing scheme on hold until after the Renters' White Bill had come into force.

Councillor Allen confirmed nothing had been dismissed as yet and with all the things considered none of them were related to the Renters Bill. What had become obvious was that this was a far more protracted exercise than anybody thought and by the end of this Selective Licensing period there was a mandatory three -month gap before any other scheme was actually introduced.

(3) Mr. Azam made reference to Bereavement Services and asked, once the contractual negotiations with Dignity have concluded, could Councillor Sheppard state how long exactly it would take for the work that was required at Wath and the Muslim Section at East Herringthorpe to be completed?

Councillor Sheppard, Deputy Leader and Cabinet Member for Social Inclusion and Neighbourhood Working, confirmed it was Dignity's responsibility as contractor to lead on the development works including the submission of planning applications, complying with Environment Agency requirements, undertaking grounds testing, and developing the programme of works. As Dignity have outstanding requirements to address on the existing East Herringthorpe planning application with the Environment Agency, no clear timescales have been given to the Council, therefore, the Council could not provide these at this time. The Council was addressing this through the penalty charge mechanism of the contract due to the lack of a proper plan from the Contractor.

The planning permission for Wath was granted in October 2023 and the Council understood Wath to be in a state of readiness for works to commence.

The Council's obligation was to provide land for burial space in the Borough. At previous Council and Cabinet meetings it was stated that the Council would not allow burial space to run out in the Borough and the position in that respect remained unchanged.

The Council would continue to provide updates through the quarterly Muslim Bereavement Liaison Group meetings to ensure that communities were involved in the development of plans and aware of timescales. If it was believed there were matters that were pertinent to the group contact would be made between the scheduled meetings.

In a supplementary question Mr. Azam believed the motto that should be used would be if you have an issue blame Dignity, then tell everyone and if they believe this give yourself a pat on the back. Otherwise if you could not do what was asked you would find a reason to blame Dignity and if they believe this give yourself a pat on the back. Finally if you could not find anything then you would shout as loud as possible to ensure everyone believed it was the fault of Dignity. He, therefore, referred to a report given to the Council in December, a meeting being scheduled, but cancelled, with a follow up meeting in January where it was reviewed. There was an agreement that the report would be issued in time for Cabinet in January, but this did not happen and further information was now awaited before the report could be issued. He asked the Cabinet Member to advise him when the report would be released to the Muslim Community so they could actually review it and understand the contents or was the Cabinet Member going to blame the delay on Dignity as well.

Councillor Sheppard pointed out that this was discussed at the previous meeting held in the John Smith Room a couple of weeks ago. The report author was currently out of the country and their return was awaited before some of the issues could be addressed. As soon as the report was available it would be issued.

(4) Mr. Bashir asked had any other art exhibition ever been censored by initially having its context cards and some of its art exhibits taken down before the entirety of the art exhibition was removed?

Councillor Sheppard, Deputy Leader and Cabinet Member for Social Inclusion and Neighbourhood Working, clarified that there had been no intention to censor art exhibitions or similar events. However, it was essential that there was a process to approve artworks when they were placed in public buildings.

In a supplementary question Mr. Bashir asked how many people requested the library exhibition of local residents and the artists of Monday 25 November 2024 to Friday 6 December 2024, to be taken down on and before Thursday 28 November 2024 with full removal by Saturday 30 November 2024. He also asked under what basis was this decision made, rules or legislation and could documentation to this effect be shared with him via email.

Councillor Sheppard was not aware of any numbers of people, but in terms of the process it was brought to the attention of the Culture and Leisure Team who have responsibility for the libraries and the decision was made to remove exhibits from display as the proper procedure had not been followed. Attempts were made to liaise with the artists involved to explain about the improper process. Development plans were in hand to develop a new protocol in conjunction with the Museum, Arts and Heritage Service to ensure a situation did not occur like this in the future.

(5) Mr. Smyth asked if selective licensing was truly successful, why was the Council expanding it rather than reducing its scope, given that an effective scheme should decrease the need for intervention and how did the Council justify this approach over using existing enforcement powers under the Housing Act 2004?

Councillor Allen, Cabinet Member for Housing, explained about the change to the proposed declaration, but not only to expand, but also to remove some areas from the scheme. The area most notably removed was Maltby and this was done because the landlords there have undertaken works to reduce hazards by some 50%. Unfortunately, this was not the case everywhere.

Other enforcement powers included in the Housing Act 2004 were not enough to deliver the proactive and focused work necessary to identify hazards in areas where vulnerable private tenants were perhaps reluctant to complain. The boundaries of the proposed scheme were part of the live consultation and the member of the public had made his own representations.

The live consultation would conclude on the 17 March and residents, tenants and landlords of the affected areas or around them were encouraged to share their views via the online consultation.

In a supplementary question Mr. Smyth referred to Maltby's removal and questioned the validity of the data used to support its removal. He asked would the Council commission an independent review of the consistency of the data used to justify selective licensing success in that area.

Councillor Allen confirmed the Council were waiting to see the outcome of the consultation process via online, feedback from the face-to-face events or from the leaflets distributed to households in affected areas. At this moment in time, the Cabinet Member was not able to commit to anything until the feedback from that consultation had been seen.

(6) Mr Khan asked did the Council think it was right to issue enforcement notices for landlords to repair damaged caused by tenants, who have been served with eviction notices, thereby stopping the eviction process until the repairs have been done?

Councillor Allen, Cabinet Member for Housing, sensed that there was a specific case behind the member of the public's question so encouraged him if he had specific details to share so this could be looked into.

Whilst a tenant was in occupation the landlord must ensure the property remained free from serious hazards. Landlords were obliged under Section 11 of the Landlord and Tenants Act 1985 that even if the tenant had contributed to the damage causing the hazard. Landlords may exercise their right to evict a tenant who abused a property, but must maintain a minimum level of safety for their occupying tenant during this period.

In a supplementary question Mr. Khan asked how would the Council support responsible tenancies while also addressing the challenges that may arise such as preventing situations where eviction processes become unnecessarily prolonged or where landlords feel unfairly burdened?

Councillor Allen explained that in terms of support for tenants who were going through an eviction process, the Council's services could support them with advice and guidance on how to get through that period and this would continue throughout the duration of the eviction period.

(7) As Ms. Boote was unable to attend the meeting in person she would receive a written response to her question.

120. EXCLUSION OF THE PRESS AND PUBLIC

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

121. LEADER OF THE COUNCIL'S STATEMENT

The Leader was invited to present his statement. He noted that registration for the baby packs was now open. Vetro Lounge had been confirmed as the first bar and restaurant at Forge Island and was expected to open at the end of April. An announcement on a second restaurant was expected in the coming days. In relation to the Housing Delivery Programme, 630 new homes had now been completed with a further 102 under construction or in the process of being purchased. The week of the Council meeting had been the week secondary school places had been announced. 91.1% of Rotherham children would start in their first choice secondary school in September 2025. That was 9% ahead of the national average. 97% had got a place in one of their three preferred schools. This compared to 94% nationally. Finally, the Leader noted that International Women's day was approaching and highlighted the personal safety app WalkSafe that had been launched in South Yorkshire.

In response to the statement, Councillor Z Collingham and Councillor A Carter echoed the Mayor's words in relation to the passing of Dame Julie Kenny. Both also asked questions in relation to Forge Island relating to keeping the pressure on to fill all of the units and on what lessons could be taken forward from the Forge Island development to the Markets and Library development. The Leader explained that the previous failure to fill some units was with the umbrella company that had wanted to fill them. They had got into difficulties and there was nothing the Council could do about that. It was in the borough and the Council's best interest to see the units occupied so work would continue to ensure that. The market development was a very different development to Forge Island but the Council continued to work with new and existing traders to step up the offer at the new market.

Councillor Ball asked a question in relation to the Housing Delivery Programme and Cumwell Lane. He stated that residents in Hellaby had been assured that the land would not be developed for a number of years. However, plans were now progressing for a 260 home estate with no improvements to local services or infrastructure. Hellaby was already overburdened, and this would add to the strain. Councillor Ball asked the Leader to write to the government to oppose the development and push for a reassessment of Rotherham's housing targets.

The Leader stated that he was unaware of the specific development and therefore could not comment on the details. In terms of the housing targets and representations to government, the Leader confirmed that representations had already been made. He had met with the Housing Minister around a month ago. It was about trying to find the correct balance between the national rules that had to be followed and the needs of communities in Rotherham. It had to be sustainable.

122. MINUTES OF THE CABINET MEETING

Councillor Bennett-Sylvester asked a question in relation to Minute 122 of the Cabinet meeting held on 10 February 2025 – Strategic Community Infrastructure Levy. He was disappointed that the work on the A630 would not be going ahead at this point. He asked if S.106 money was used for the Chesterhill Development that was part of the sustainable travel plan and, if so, was there anything remaining. Councillor Bennett-Sylvester also asked that, since the scheme scored so highly in regard to being able to use the CIL, did this guarantee a primary spot when the Department for Transport funding came forward? He asked if he and Councillor Ryalls could have briefing on the matter.

Councillor Taylor confirmed he would provide a written response and arrange a briefing.

Resolved: That the reports, recommendations and minutes of the meetings of Cabinet held on 20 January and 10 February 2025 be received.

Mover:- Councillor Read

Seconder:- Councillor Sheppard

123. RECOMMENDATION FROM CABINET - BUDGET AND COUNCIL TAX 2025-26 AND MEDIUM TERM FINANCIAL STRATEGY

Further to Minute 121 of the Cabinet meeting held on 10 February 2025, the proposed Budget and Council Tax for 2025/26 was presented to Council for approval. This was based on the Council's Final Local Government Finance Settlement for 2025/26, budget consultation and the consideration of Directorate budget proposals. A review of the financial planning assumptions within the Medium Term Financial Strategy (MTFS) had also been undertaken.

In moving the Budget, the Leader gave thanks to the excellent Finance team, Cabinet colleagues, the Chief Executive and especially to Councillor Alam.

The Leader explained that the long shadow of 14 years of Conservative austerity continued to hang over local government with thirty local authorities in receipt of bailouts this year because they could not balance their books. Six English Council were increasing bills by up to 10%. However, since the General Election in July 2024, the new Labour government had delivered a funding settlement for Rotherham that included an extra £14 million of central funding.

The Leader stated that this was not a solution to all problems, but it was the twelfth biggest uplift in funding for a Council anywhere in England. It showed that, instead of having a Prime Minister who redirected money from places like Rotherham to places like Tonbridge Wells, there was now a government that at long last had begun to distribute funding based on

need. It was a government that wanted communities to succeed. The additional funding allowed for:

- £450,000 more to support people facing homelessness.
- £2 million more to support Early Intervention Work with families and children.
- £4 million more for the Schools High Needs Block.

When the Leader had first delivered a budget speech in 2015, £68 million was spent on Adult Social Care. Next year that figure would be more than £120 million. The Budget therefore proposed an increase in the Adult's budget of £17 million, with just 3.5% of that expected to come from higher fees and charges.

The baby packs programme would continue to be rolled out as a basic right for every newborn. The Leader stated that over half of the net revenue budget would be spent on Children's and Adult Social Care to ensure that no one was left behind.

Difficult choices had been made throughout the austerity period but because those difficult choices had been made, the Council were now in a position to do more.

Through the Budget consultation and the consultation on the Council's new Council Plan, residents had expressed their views. The top thing residents wanted to see improved was community safety and tackling anti-social behaviour. As such, it was proposed that employing ten new staff as part of the Street Safe Team would mark a visible change on the principal town high streets. They would have powers to enforce Public Space Protection Orders, tackle dog fouling and illegal parking.

The Budget contained proposals for one hour's free parking in off-street car parks throughout the week. This would support developments such as Forge Island and the new market and library complex. £300,000 was being brought forward from the UK Shared Prosperity Fund (UKSPF) to support new businesses to open units in the town centre, Swinton, Wath, Maltby and Dinnington.

Residents had also expressed that they wanted the regeneration of the town centre to continue. In the 2024/25 budget, £360,000 was committed to increase cleaning in busy areas. It was proposed that a further £300,000 be committed in 2025/26 to allow for a dedicated team.

This work, alongside the work already done to halve the number of potholes showed the commitment to improve the local environment in every neighbourhood. The budget for replacing road markings would also be doubled.

In regard to supporting residents to be economically secure, proposals were put forward to double the support for low income families when buying school uniforms. Age UK and Citizens Advice would continue to be funded to support older residents access support. Work would commence with Food Works to bring their innovative approach to food security into the Food Partnership.

In setting the proposed 2025/26 budget, Cabinet had recommended to Council a 3% increase in Council Tax, made up of an increase of 1% in the Council's basic Council Tax plus an increase of 2% for the Adult Social Care precept. The Council Tax Support Top-Up would be extended for a further year which would help 4,000 working age households on low incomes and lift 10,000 of them out of Council Tax altogether.

The Leader next raised the Employment Solutions Team proposals. The Budget would make permanent the funding available for this service which had helped more than 1200 people back into work or training. The Leader was surprised that both amendments had proposed removing the funding for this service, especially since 90% of residents consulted in Summer 2024 had said they would rather fund it than cut it. The Leader provided details of a resident, Ann, who had been helped back into work by this service.

The Leader stated that it was not acceptable to let people like Ann fall through the cracks, to make residents who wanted to feel safe on the streets wait longer; to tell residents they could wait longer for Council phones to be answered or to tell employees that they did not deserve to take a share in owning their own companies. It was not acceptable to say that efforts to tackle hate crime should be stepped back, especially after the worst far right riots in the country for many years, including in Rotherham. It was not acceptable to cut support from babies.

In concluding his remarks, the Leader stated that he was proud to propose a budget that stood behind families, supported the high streets and improved communities. He was proud to propose a balanced budget with one of the lowest Council Tax increases anywhere in the country.

In seconding the report, Councillor Sheppard also placed on record his thanks to the finance team and all those involved in the budget setting process. He explained that positive choices had been made in this budget and this was only possible because of the prudent financial choices that had been made by the Labour administration over the past 14 years.

Councillor Sheppard highlighted a number of proposals relating to his portfolio. It was proposed to invest £6 million in the Catcliffe Village (River Rother) Flood Alleviation Scheme; to invest £63,000 to improve drainage at Waleswood Caravan Park and to invest £33,000 in improving the Clifton Park Overflow Car Park and Event Space. There would be investment in the Green Spaces Capital Repairs Programme and in community facilities. It was proposed that the additional temporary

resource that supported residents to complete the application process for Pension Credit be extended.

Two notices of amendment had been received in relation to the Budget and Council Tax 2025-26 proposals.

The first was moved by Councillor Zach Collingham and seconded by Councillor Baum-Dixon on behalf of the Conservative group:

That the Budget and Council Tax 2025/26 report be accepted as proposed, with the exception of the following amendments:

COUNCIL TAX PROPOSALS

Reduce the proposed Council Tax increase from 3% to 2.5%, with the proposed 2.5% increase being made up of a basic Council Tax increase of 0.5% and a 2% increase through the Adult Social Care precept (ringfenced for adult social care).

The reduction in the proposed Council Tax will create a funding shortfall of £0.668m in 2025/26, £0.695m in 2026/27, £0.723m in 2027/28 and £0.752m in 2028/29.

CAPITAL INVESTMENT PROPOSALS

1. Increase the Roads, Footways and Highway Drainage Repairs to 2028 programme by £1m to provide further investment in the Boroughs Roads and Footways for 2025/26. This increased financial investment will be funded by borrowing requiring £75k per annum of revenue to cover the financing costs.
2. Increase the capital funding for locally defined road safety improvements by £250k in 2025/26 and £250k in 2026/27, to supplement other sources of funding and provide greater capacity for the delivery of interventions requested by members, MPs and the public.
3. Reduce the Strategic Acquisitions Fund capital investment by £500k and amend this so the remaining £1.5m is available to make key strategic acquisitions for regeneration across the Borough, rather than just being targeted at strategic sites in the town centre and around the proposed mainline station site.
4. Earmark £2m of the Council's Budget and Financial Strategy Reserve to create a new Strategic Acquisitions Fund Reserve. This will provide greater capacity to make key strategic acquisitions for regeneration across the Borough as required.

5. Provide £50k of capital funding in both 2025/26 and 2026/27 for a Community CCTV Fund to finance community bids for the installation of CCTV in villages, towns and urban districts to meet demand from communities, alone or on a match-funded basis. This increased financial investment will be funded by borrowing requiring £15k per annum of revenue to cover financing costs.
6. Reprofile the proposed Replacement of Refuse Collection Vehicles to £1m per year from 2025/26 to 2028/29, to enable the creation of a rolling replacement programme. This proposal will create revenue savings from the re-profiling of borrowing, but these will be required to offset the increased maintenance and hire costs as a result of the reprofiled vehicle purchases. It is likely that completion of the move to a rolling replacement programme will reduce the impact of maintenance and hire costs from 2029/30.

PROPOSED REVENUE BUDGET INVESTMENTS

1. Increase the revenue investment proposal for Street Cleansing and Fly Tipping Improvements team by £201,646 from 2025/26 onwards to provide a further 4 members of staff including associated equipment and vehicles to expand the level of impact.
2. Earmark £75k per year to cover the financing costs of the proposed increase to the Roads, Footways and Highway Drainage Repairs to 2028 programme for 2025/26 (as referenced above Capital section 1).
3. Earmark £15k per year to cover the financing costs of the proposed Community CCTV Fund for 2025/26 and 2026/27 (as referenced above Capital section 5).
4. Reduce the revenue investment proposal for the Street Safe Team by £201k from 2025/26 onwards and amend the proposal to trial the effectiveness of a team that deploys to hotspots across the Borough for maximum impact.
5. Reduce the revenue investment proposal for the Employment Solutions Team by £359k from 2025/26 onwards and trial the effectiveness of funding part of this team through base budget.
6. Reduce revenue expenditure on subscriptions across the Council by 15%; £36,158 from 2025/26 onwards.
7. Reduce the revenue investment proposal for Cost of Living Support by removing the £30k for developing the Food Works offer in Rotherham from 2025/26 onwards.
8. Remove the Restorative Hate Crime revenue budget investment agreed as part of the 2024/25 Budget and Council Tax Report. This will release savings of £26,538 in 2025/26, rising to £30,000 from

2026/27 onwards due to impact of removing the service once the current contract ends in May 2025.

9. Remove the Community Wealth Building revenue budget investment agreed as part of the 2024/25 Budget and Council Tax Report. This will release savings of £120k from 2025/26 onwards.
10. Reduce the Baby Packs revenue budget investment agreed as part of the 2024/25 Budget and Council Tax Report by £187,310 from £360,000 to £172,690 for 2025/26 onwards.

In proposing the amendment, Councillor Zach Collingham thanked Judith Badger, Rob Mahon and the finance team for their support. He stated that the Conservative Group did not disagree with everything in the Budget and there were some sensible suggestions. However, it was felt that there were some proposals that were not sensible, some that had been taken too far and some opportunities that had been missed.

Regarding Council Tax, Councillor Collingham stated that the Labour Prime Minister had stated that this would not be going up at all. To increase Council Tax was therefore a betrayal of the people of Rotherham and people across the country who had voted for the Labour Party. It was a lie, and the promise had not been honoured. The government had not provided enough money and therefore the Labour administration had had to increase Council Tax. Councillor Collingham acknowledged that some rise was inevitable but that the rise should be as low as possible.

The Conservative Group felt the 3% increase was too high and they felt that it was not being spent in the right way. It was acknowledged that the Chancellor had provided some additional money for Rotherham, but Councillor Collingham stated that this had been stolen from employers through the National Insurance rise that was crippling the economy.

Councillor Collingham explained that the money that had been provided was not what was promised and not what was needed. However, the Conservative Group had different proposals on what they would like to spend that money on, and this was not on up-cycled food cafes and lessons on how not to hate. He proposed that the money be spent on basic services and put back in the pockets of Rotherham residents. Councillor Collingham thought the Labour Group would be supportive of this given the purported struggles inflicted by the Conservative Government over the past 14 years. Councillor Collingham therefore stated it was realistic to only raise Council Tax by 2.5%. This would send a message to every tax payer that they were valued equally, and Rotherham would be out of step for the right reasons. The Council would not be seizing whatever it could like other Labour Council's in the vicinity. By not funding socialist projects, residents could be taxed less and have more money in their pockets.

The proposals in the Conservative amendment dealt with improvements to basic services. This included a further £1 million to provide further investment in the boroughs roads and footways and an increase for locally defined road safety improvements by £250k in 2025/26 and £250k in 2026/27. This could address longstanding issues on the A57, at Treeton Crossroads and in Ulley.

Implementing commercial principles would allow services to be delivered more efficiently and make savings for the tax payer. That was why the amendment proposed a rolling replacement programme for the bin lorries. It would drive down maintenance costs. Further, there was no reason to move the Employment Solutions Team from a grant funded position onto the Council's base budget with no review.

Councillor Collingham stated that the towns and villages throughout the borough were just as important as Rotherham town centre and should be treated equally. It was important to go big and facilitate regeneration across the borough in places such as Maltby, Thurcroft and Dinnington. The amendment therefore proposed an extra £1.5 million to ensure opportunities were not missed.

In relation to the Street Safe Team, Councillor Collingham stated that a targeted team with a specific mission was a better solution than spending £500,000 on an untried, untested model. It was also vital to recognise the demand for CCTV, especially in rural areas. A Community CCTV Fund would be open to bids from community groups and would allow residents to have the CCTV that they wanted. The proposal of £50,000 would fund several small schemes across the borough.

Councillor Collingham welcomed the investment in street cleansing and ground maintenance but stated that this was only included because of the campaign brought by the Conservative Group in 2024 over the neglect in the borough. The Conservative amendment went further than the proposed investment with investment proposals for street cleansing and fly tipping improvements of £201,646 from 2025/26 onwards to provide a further four members of staff including associated equipment and vehicles to expand the level of impact.

The Conservative Group had made choices to have better roads, low tax and a cleaner, safer borough. This would enable the Council to be smart and efficient which was what the public wanted. The Council did not need to be a parent or police officer. Councillor Collingham urged Members to support the amendment.

In seconding the amendment, Councillor Baum-Dixon thanked the finance team for their support. He stated that the amendment was a sensible, Conservative proposal. It kept taxes low, ensured value for money, maintained vital services and increased investment across the borough.

Families were struggling with rising costs, and this was made worse by Labour's tax rising budget. It was a Conservative belief that tax payers were best placed on how to spend their own money, not the Council. As such, they were proposing a reduction in the Council Tax increase from 3% to 2.5%.

This sensible approach allowed for investment in services that mattered most to residents such as an extra £1m for road and footway repairs and an extra £500,000 for road safety over two years. Residents also wanted action on crime and anti-social behaviour and therefore £100,000 was suggested for the Community CCTV fund. Expanding the street cleansing team with four extra staff and the investment in CCTV would help prevent fly-tipping, which was a major concerns, particularly in rural areas.

Councillor Baum-Dixon reiterated that investment should be for the whole borough, not just Rotherham town centre. It was therefore proposed that the Strategic Acquisition Fund Reserve be created to support regeneration and development opportunities across the borough with a fund of £3.5 million made available.

The Conservative proposal of a rolling replacement of bin lorries was a smart, commercial and long-term approach that would reduce repair and hire costs. Further, it was felt that it was not wise to spend money on baby packs for families that did not need them. It was therefore proposed to reduce the funding available so that every child born into poverty got the support plus an additional 500 children. This would protect the scheme for those that most needed it whilst ensuring tax payers money was used efficiently in other areas.

Councillor Baum-Dixon stated that the private sector was best placed to deliver jobs, opportunity and prosperity, not government. This was not helped by the increase in employer National Insurance contributions. However, it was important to recognise the importance of helping people into work. Therefore the amendment did not propose cutting the Employment Solutions Team but instead proposed trialling an in-house model with fewer roles whilst keeping the remaining staff covered by grant funding.

Proposals also included reducing Council subscriptions, refocusing the Safer Street Teams to better target high crime areas and removing funding for community wealth building and restorative hate crime programmes.

In concluding, Councillor Baum-Dixon stated this was a sensible, prudent, proportional amendment based on sound Conservative values. It would keep money in residents pockets, cut waste and invest in things that matter across the whole borough.

Members were invited to speak on the Conservative amendment.

Councillor Bacon stated that he fully supported the amendment as it started to address the huge waste in Council services. He stated the 3% Council Tax rise was unnecessary and instead 2.5% was sufficient. Councillor Bacon stated that members voting against the amendment needed to be careful because they were voting against much needed road safety improvements. He stated that investment was needed throughout the borough, not just in the town centre.

Councillor Tarmey said that the amendment included very little. It proposed a higher Council Tax increase than the Liberal Democrat amendment and included spend on things that did not really matter. There were some things that could be supported, such as the CCTV proposal but there were also proposals that were sad. This included the removal of funding for work to reduce hate crimes and the cutting of baby packs.

Councillor Currie believed that the 3% increase proposed by the Labour Group was reasonable and that the Conservative amendment would leave a shortfall. He thought that the Council had done a good job in managing the £200 million cuts from central government over the past 14 years. He thanked officers for their fiscal knowledge in dealing with the cuts.

Councillor Taylor stated that the amendment was predictable and quite boring. It proposed a Council Tax increase of 2.5% just to undercut the Labour proposal, then proposed cuts to fund the shortfall and then proposed random investments with random sums to support those. Councillor Taylor explained that the difference between the Labour Council Tax proposals and the Conservative Council Tax proposals would not even cover a low budget bar of chocolate for a family per week. He acknowledged that some of the proposals could have underlying merit but that the benefits and impacts had not been properly thought through. He thought the bin lorry replacement proposal was ludicrous, would cost more money and would not help with the Council's net zero aspirations. Councillor Taylor also stated that the money proposed by the Conservatives for road safety improvements was not nearly enough for some of the schemes they wanted to deliver. He thought the proposals sought to appease some by sacrificing beneficial measures.

Councillor Cusworth would not be supporting the amendment. She was very proud of the work done with the baby packs and firmly believed it was one of the best things ever done in Rotherham. Councillor Cusworth felt the amendment focused on the south of the borough. She also explained that, whilst the Conservative Group were proud to have put forward a Conservative Budget, the people of Rotherham had not voted for the Conservatives. They had voted for a Labour run Council and the socialist projects that came with that.

Councillor A Carter stated that the Conservative amendment chose to penalise babies and stop projects aimed at reducing hate crimes. This was not the right or conscientious things to do. Councillor Carter also

criticised the Conservative Group for not being ambitious enough when it came to Council Tax. The Liberal Democrat proposal did not increase the basic rate of Council Tax, but the Conservative proposal did.

Councillor Marshall equated the removal of baby packs to the child catcher.

Councillor Bennett-Sylvester did not support the Conservative proposal regarding the Employment Solutions Team as he had seen the real difference it could make, especially for people with disabilities. He supported the universal nature of the baby pack scheme which he said overcame power structures within families and gender inequalities. He thought that the Conservative Group did not understand this. Councillor Bennett-Sylvester referenced the proposed removal of funding for restorative hate crime work. 2025 marked the tenth anniversary of the racially motivated murder of Mr Mushin Ahmed and Councillor Bennett-Sylvester thought the removal of the funding by the Conservative Group was disgraceful.

Councillor Thorp responded to Councillor Taylor's comments on the replacement of bin lorries. He stated that a commercial company would never run in the way proposed in the Labour budget. Councillor Thorp acknowledged that a rolling fleet would not produce an immediate saving, but it would be more logical in the long run.

Councillor Steele stated that after all of the cuts from the Conservative-Liberal Democrat Coalition, there was nothing left for the Council to waste. The Labour Budget would look after the most vulnerable. The Conservative amendment focussed on matters in Conservative areas only. Councillor Steele highlighted spend by the Conservative government on things such as the Rwanda scheme. The amount of money wasted by the Conservative government had left the Labour government no choice but to increase National Insurance contributions in order to pay for essential services.

Councillor Hughes would not be supporting the amendment. She stated that it would be great to sort out all of the roads, but successive cuts meant the money was not available to do this. In relation to baby packs, Councillor Hughes said it would cost more to means test. Further, if the parents felt that they did not need one, they did not have to claim one. Councillor Hughes was against the removal of funds for restorative hate crime work having worked previously in that area. Hate was taught and a prison sentence would not rectify that. Confronting offenders with what they had done and teaching them not to hate was a much better approach. In light of this and in light of the events in Manvers in 2024, it was shameful to suggest cutting this.

Councillor Sheppard stated that the amendment was an attack on the vulnerable. It disadvantaged people looking for employment. It disadvantaged people looking for help with food and budgeting. It

disadvantaged victims of hate crime. It took away from babies. In response to Councillor Bacon's statement about being careful when deciding what to vote for, Councillor Sheppard stated that Members voting for this amendment were voting to take help away from vulnerable people.

Councillor Baker-Rogers described the amendment as tragic and if passed, it would be a tragedy for residents. Community cohesion was one of the most important things the Council could do, and the Conservatives were proposing removing support for this. Removing baby packs was penalising babies and was not compassionate.

As the proposer of the amendment, Councillor Zach Collingham was invited to reply to the debate. He thanked his members for their support. In response to Councillor Tarmey he stated that the Rotherham Conservatives had no interest in cutting things for the sake of cutting things. They had put forward sensible, costed proposals. He was also surprised to hear that Councillor Tarmey did not think road safety, street cleansing, regeneration etc mattered. In response to Councillor Currie he explained that there was no shortfall. In response to Councillor Taylor, Councillor Collingham criticised his decision to use the word boring. He also expressed concern that Councillor Taylor could not follow their proposals for the rolling replacement of bin lorries. In response to Councillor Cusworth it was noted that baby packs for all was a laudable aim, but sentiment had been put before sense. He did not agree that it was a good use of public money to store any number of packs in a room because they had not been claimed. In response to Councillor A Carter, Councillor Collingham explained that having a 0% rise in Council Tax was not sound financial management. In response to various other comments on baby packs, Councillor Collingham stated that not everyone had had a baby pack growing up and there were numerous other ways of supporting families. In response to Councillor Bennett-Sylvester it was noted that not everything could be provided with a finite budget. In response to Councillor Steele, Councillor Collingham confirmed that a Council Tax rise was inevitable which is why they had proposed a 2.5% rise. Councillor Collingham refuted Councillor Sheppard's claim that it was an attack on the vulnerable. The Employment Solutions Team would still be there, and the baby packs would still be provided to those that needed them.

The second amendment was then moved by Councillor Adam Carter and seconded by Councillor Tarmey on behalf of the Liberal Democrat Group:

That the Budget and Council Tax 2025/26 report be accepted as proposed, with the exception of the following amendments:

Reduce the proposed Council Tax increase from 3% to 1.9%, with the proposed 1.9% increase being made up 1.9% increase through the Adult Social Care precept (ringfenced for adult social care).

The reduction in the proposed Council Tax will release additional funding across 2025/26 to 2027/28, it is proposed this surplus funding will be added to the Council's Budget and Financial Strategy Reserve. £74,607 in 2025/26, £90,791 in 2026/27 and £29,623 in 2027/28.

CAPITAL INVESTMENT PROPOSALS

1. Remove the capital investment proposal for the Strategic Acquisitions Fund, this will reduce the Capital Budget by £2m in total, £1m in 2025/26 and £1m in 2026/27.

PROPOSED REVENUE BUDGET INVESTMENTS

1. Remove the revenue investment proposal for the Street Safe Team, this will reduce the Council Budget from 2025/26 onwards by £570k.
2. Remove the revenue investment proposal for the Employment Solutions Team, this will reduce the Council Budget from 2025/26 onwards by £718k.
3. Remove the revenue investment proposal for the Customer Services – Call Handlers, this will reduce the Council Budget from 2025/26 onwards by £62k.
4. Remove the Community Wealth Building revenue budget investment agreed as part of the 2024/25 Budget and Council Tax Report. This will release savings of £120k from 2025/26 onwards.
5. The removal of the proposed capital investment for the Strategic Acquisitions Fund of £2m in total, £1m in 2025/26 and £1m in 2026/27, will release revenue Budget savings of £75k in 2025/26 and £150k in 2026/27.

In proposing the amendment, Councillor Adam Carter thanked Council officers for helping the Liberal Democrat Group bring forward a budget proposal that was prudent and stable. The Liberal Democrats believed that the Council should listen to its residents and deliver what they wanted: Council Tax to be as low as possible. As such, the proposal put forward meant that the basic rate of Council Tax would be cut for the first time in a long time. This was the right approach given that Rotherham was getting £14m extra from the government. More money should be returned to residents and put into reserves.

The Liberal Democrat Budget rolled back wasteful spending on projects that would not make a real difference for residents. This included cutting Labour's "cheapo cops" who would not have the powers required to make the borough better and safer.

Councillor Carter addressed the actions of the Prime Minister, stating that he had cut universal, non-means tested winter fuel payments, had kept the two child benefit cap which kept children in poverty and had increased the National Insurance contributions from employers. This meant there would be fewer jobs and a negative impact on social care, medical care and dentistry. Councillor Carter found it hypocritical of Labour councillors to say that they had residents' back.

With regard to the Employment Solutions Team, Councillor Carter explained that the funding for this had been cut by the Labour government, presumably because they did not believe that it made enough difference. The Liberal Democrats did not believe now was the time to waste money, energy, time and priority on vanity projects that residents did not want. Instead it was time to focus on getting the absolute basics right to support vulnerable residents and improve the quality of life across the borough.

In seconding the amendment, Councillor Tarmey explained that the Liberal Democrat Group supported the core budget, and he thanked Judith Badger and Rob Mahon for their hard work. The additional £14 million from central government was most welcome following years of underfunding. However, Councillor Tarmey felt that the Labour Group had chosen to spend money on vanity projects.

Councillor Tarmey stated that employing ten people to wonder around a largely empty town centre, asking people to stop taking drugs without any enforcement powers was not the way forward. In relation to the one-hour free parking proposal, Councillor Tarmey stated that it would have only cost £400,000 to make parking completely free in the town centre which could have saved the hospitality industry and attract new businesses. Councillor Tarmey expressed concern about the type of establishments that would occupy the units at Forge Island.

He reiterated that the Liberal Democrat proposal was the only one to cut Council Tax which was needed when people were struggling. Proposals also included a reduction in debt.

In concluding, Councillor Tarmey stated that the Liberal Democrat proposal was sensible and fully costed. It put more money into reserves. It did not cut services but maintained them. Councillor Tarmey noted that his residents had never asked for more call handlers. Further, there were many national initiatives to get people into work and this did not have to fall solely at the feet of the Council.

Members were invited to speak on the Liberal Democrat amendment.

Councillor Taylor clarified his previous comments on the bin lorry replacement proposals from the Conservatives. He stated that all options had been considered and the most appropriate put forward. In relation to the Liberal Democrat amendment, Councillor Taylor stated that he would not be supporting this.

Councillor Currie was concerned about the cuts to revenue spending, especially to the Employment Solutions Team. He felt that Rotherham was leading the way in the aspect, particularly in helping people with autism into employment. Councillor Currie did not think the private sector would offer the same service. The Council run service was working well and he could not support cutting this. He did however think some of the other ideas were well thought out.

Councillor Zach Collingham failed to see the point of the Liberal Democrat amendment. He stated that the Conservative Group were always open to working with the Liberal Democrat Group but that there was nothing in the amendment to work with. It was not a serious amendment. Councillor Collingham refuted the statements from Councillor Carter and Councillor Tarmey that they were not proposing a rise in Council Tax. They were proposing a rise for the people of Rotherham, but it was a rise that would not keep pace with costs. The Liberal Democrat proposal seemed to cut anything necessary to meet their Council Tax target, without any thought for the wider implications. Councillor Collingham thought the refusal to spend any money improving the town centre contradicted their position on saving Rotherham Post Office. He criticised the lack of positive proposals. He therefore had to presume the Liberal Democrat Group were happy with the way the borough was being run by the Labour Group.

Councillor Reynolds was concerned at the lack of proposals relating to solar panels.

Councillor Baum-Dixon also noted the lack of content and substance in the Liberal Democrat amendment. There was nothing positive in it. He questioned whether the Liberal Democrats would actually not spend any money if strategic development sites became available. He asked if they believed that the streets were safe and if they believed that residents should wait longer for the phones answering. Councillor Baum-Dixon did not believe this was sound, prudent finance.

Councillor Sheppard stated that the brief amendment offered no positive solutions and no creativity. He did not understand why the Liberal Democrats wanted to get rid of the tried and tested Employment Solutions Team in favour of untried alternatives.

Councillor Baker-Rogers criticised the lack of imagination, particularly in relation to what money could be spent on in order to improve services. She also stated that the comments in relation to the town centre were flippant.

Councillor Pitchley stated that the number one complaint received by the Council was in relation to customer service phone waiting times. The Council needed to listen to these complaints and act on them for the benefit of residents. Councillor Pitchley also stated that a key ask from Rotherham's Youth Cabinet was to feel safe in the town centre. The investment in the Street Safe Team was therefore essential.

Councillor Read took exception to the claim by the Liberal Democrats that they were proposing a Council Tax cut. It was in fact a 1.9% Council Tax rise.

Councillor Steele stated that residents were frustrated with the length of time it took to get through to the Council on the phone and this could be fixed but the Liberal Democrats did not want to do this.

As the proposer of the second amendment, Councillor Adam Carter was invited to reply to the debate. In response to Councillor Currie, Councillor Carter stated that whilst the Employment Solutions Team did good work, it was not right for regressive Council Tax to fund it. In response to Councillor Z Collingham's claim that he wanted to work collaboratively, Councillor A Carter stated that he had not received an email or phone call about this. Further, the Liberal Democrats were not just simply swapping Labour's pet projects for their own, like the Conservatives had tried to do. The focus instead was on getting essential basic services right. Councillor A Carter stated that Councillor Reynolds comments did not relate to their amendment. In response to Councillor Baum-Dixon he stated that the Liberal Democrat proposals put more money into reserves. In response to Councillor Sheppard, Councillor A Carter stated that the Liberal Democrats had made the decision to keep Council Tax low. They also felt that the cost of £7000 per new employment through the Employment Solutions Team was too much. In response to Councillor Pitchley, Councillor Carter stated that he was at the Youth Cabinet's takeover meeting of the Overview and Scrutiny Management Board, but she was not.

As per the Council's Constitution the votes took place in reverse order of receipt.

The first vote was on the Liberal Democrat amendment. On being put to the vote, it was lost.

The Conservative amendment was then put to the vote and was lost.

As no amendment had been carried, the substantive motion submitted by the Labour Group was opened for debate.

Members were invited to speak on the Labour budget proposals.

Councillor Thorp stated that the £17 million going to adult care was needed due to the Labour government increasing costs in relation to employer National Insurance contributions. He also noted that there were around 266,000 people in the Rotherham borough but only a few hundred had responded to the consultation. Councillor Thorp asked how call handling and street safety could both be number one complaints. He again criticised the replacement plan for the bin lorries, stating that it was not how commercial businesses operated.

Councillor Yasseen explained that she supported many aspects of the proposal as it demonstrated strong investment in essential services, particularly around community wellbeing, social care and household support. She was supportive of the 3% Council Tax rise. Not only did Council Yasseen support the restorative hate crime agenda, but she also wished there was more money available for it. Councillor Yasseen fully supported the universal nature of the baby packs. However there were some aspects of the Budget that Councillor Yasseen did not like. These included taking up green spaces for development and the using an enforcement approach for Anti-Social behaviour.

Councillor Bower expressed concerns regarding the Street Safe Team proposals. Due to his personal experience of doing the role in a neighbouring authority, Councillor Bower thought the £1 million spend over two years was a waste of money as it would not work. One problem was that a team of ten would not be big enough. A second issue was that there was no provision for a support team who could do the background work for applications for injunctions and Criminal Behaviour Order's. It was not realistic to expect the Street Safe Team to do this as well as patrol the town centres. Councillor Bower's third issue with this proposal was that fines and tickets would not stop anti-social behaviour. These types of proposals were often seen as instant solutions by the public but that was not the case.

Councillor Bennett-Sylvester stated that he would be supporting the budget proposals. He particularly approved of the retention of support to enable residents to claim pension credit. Councillor Bennett-Sylvester stated that independent members could support the budget whilst still disliking certain parts of it and they could continue dialogue outside of the chamber to shape future proposals (such as a reduction in garden waste fees.) He had some concerns relating to the length of time taken to deliver capital projects and the lack of advertising of Rothercard discounts. Councillor Bennett-Sylvester was happy at the lack of ring-fencing on the funds provided by government. He expressed his wish that in future budgets, HRA funding be used to employ more Area Housing Officers to allow Neighbourhood Officers to focus on neighbourhood issues, not housing issues. More needed to be done to narrow the gap between those neighbourhoods with and those without.

Councillor Z Collingham stated there were some aspects of the budget he could happily support, especially in relation to adult social care and children and young people's services. However, he felt that this could be done whilst investing more in basic services and by taxing less. It was not the only role of local government to make sure no one was left behind. It also needed to provide basic services. Councillor Collingham was also sceptical of the Street Safe Team. He did not think the proposed resource was enough to adequately address the issue of safety in town centres. In relation to the Employment Solutions Team, Councillor Collingham stated that this was not the only service available to those seeking employment help. He believed that the service was only helping around two people a month into work, and this was not good value for money. In relation to the baby packs, Councillor Collingham stated this was a political policy and not the only way of helping families. It was appropriate and necessary to means test this and the Council should be more than able to put those processes in place.

Councillor Ball stated that the Council had earned £5 million in interest. It had earned £1.67 million from lending money since March 2024. However it also continued to borrow heavily, including £45 million from SYMCA in 2023. The Council was still paying that back at a cost of £4.6 million over three years to the taxpayer. £10 million was paid to SYMCA from the Council for the Supertram that, in Councillor Ball's opinion, barely served Rotherham. He asked if this was moral and if scrutiny or anyone else would take look into the matter. Councillor Ball asked how the Labour Group could justify a 3% increase in Council Tax when Sir Keir Starmer had promised that Council Tax would be frozen. The Rother Valley MP had said in 2023 that Council Tax would be frozen in that year.

Councillor Taylor stated that he would be supporting the Budget. He thanked all those that had worked hard to ensure that the Council was in a strong financial position. The proposed Council Tax increase was one of the lowest in the country but whilst it was important to balance the budget, more needed to be done which was why the proposed budget went further and invested in the borough. For example, there would be investment in business centre upgrades, investment in road markings and investment in the Employment Solutions team. Councillor Taylor was very supportive of the one hour free parking proposal as this had been requested by local businesses.

Councillor Cusworth was in favour of the Budget and spoke from her perspective as Cabinet Member for Children and Young People. She was surprised that the baby packs had sparked so much controversy as they had been so well received by families and the front line services involved. Councillor Cusworth highlighted that children's social services had improved greatly over the past year despite the increasing demand. The numbers of Children in Care and children subject to Child Protection Plans had safely reduced. The work done through Early Help and through various strategies had been paramount to this. The Department for Education had extended the Family Hubs and Start for Life funding for

another year. Councillor Cusworth explained that the residential care home programme would continue. There would be investment in in-house residential complex needs facilities and in a new education system. The new system would bring together data from various services such as home to school transport, education attainment and children's social care. The budget also contained a proposal to double the value of the Council's existing school uniform voucher scheme from £35 to £70 for eligible children.

Councillor C Carter stated that there was plenty in the Budget to agree with. However, she could not support it due to the 3% Council Tax increase during a cost of living crisis, especially when the Council had received an additional £14 million from the government. The Liberal Democrat Group had voted to lower the basic rate of Council Tax whereas Labour were spending on vanity projects that would result in future debt. Councillor Carter stated that the budget was about choices and Labour had chosen to hike Council Tax and spend money on schemes that were not in the Council's remit.

Councillor Baum-Dixon stated that the Council needed to be more commercial and look at things in a different way. In relation to baby packs, Councillor Baum-Dixon reiterated that he was not against helping children in poverty but there were better ways of delivering the schemes, such as removing some of the items that were not needed such as teething rings and soft edge bumpers. He also highlighted some of the hidden costs involved in storing the boxes, in running the website and in procurement. Councillor Baum-Dixon stated that the Employment Solutions Team was not good value for money, and it would be better for it to be provided by the private sector. In relation to previous comments that the Conservative amendment only helped those in the south of the borough, Councillor Baum-Dixon explained that the Conservative Group had predominately been elected in the south of the borough, presumably because they felt let down by the Labour Council. An example of this was restricting the Strategic Investment Fund to the town centre, rather than extending it out to places such as Dinnington and Maltby. Councillor Baum-Dixon stated that there was nothing in the budget for rural areas, despite the majority of the borough being rural. He also expressed concerns about the Street Safe Team.

Councillor Bacon stated that residents across the borough were getting a bad deal with these budget proposals. He criticised Labour's interpretation of the consultation responses as being too selective, stating that residents did not want to see pet projects in the town centre or cycle lanes. They wanted road safety which was not just repainted road markings. Councillor Bacon thought that raising Council Tax should have been a last resort, but he said this was not echoed by the Labour Group or some of the independent members. He thought the Budget was wasteful, a betrayal of communities and was overreaching. Councillor Bacon would be voting against the Budget.

Councillor Currie stated that he would like to see a return of the Finance Scrutiny Panel so that matters discussed during the debate on the budget, such as baby packs, employment solutions etc, could be scrutinised in more detail outside of the budget setting process. Councillor Currie believed that there had not been enough scrutiny of the budget proposals. If there had been a Finance Scrutiny Panel, experts could have been brought in to discuss the Street Safe proposals for example.

Councillor Baker-Rogers expressed her support for the Budget and for the universal approach to the baby packs. Everyone she had spoken to, including residents, professionals, health visitors, midwives had said that it was a brilliant idea.

Councillor Steele, in response to Councillor Currie, confirmed that the budget proposals had been to the Overview and Scrutiny Management Board. He thanked scrutiny and finance officers and the cabinet members for facilitating the scrutiny process. It was confirmed that the Street Safe Team proposal would be reviewed by scrutiny after 12 months. Councillor Steele was in full support of the baby packs and the inclusion of teething rings. There was also nothing wrong with trying to keep children safe in their own homes. Councillor Steele stated that the budget created by the Labour Group protected the most vulnerable.

In his right of reply the Leader addressed the comments made. In response to Councillor Z Collingham, the Leader stated that it was a compliment to be accused of making socialist proposals, especially as they only cost 12p more a week than the Conservative proposals. In response to Councillor C Carter, the Leader explained that the Liberal Democrats were not reducing the basic rate of Council Tax because there was no such thing as the basic rate of Council Tax. He stated that the Liberal Democrat proposal would not have lowered Council Tax bills. In response to Councillor Yasseen, the Leader confirmed that the Council Tax rise was the third lowest in the country to date. In response to comments from members of the Conservative Group on the public consultation, the Leader stated that there had been a budget consultation and a consultation on the new Council Plan and the Council were responding to the challenges set out in those consultations. In relation to Councillor Thorpe and Employment Solutions, the Leader stated that residents had responded nine to one in support of helping people into work rather than cutting the service.

Regarding the comments on the Street Safe Team, the Leader stated that some comments suggested it was too big whilst others suggested it was too small. He explained that the Team would not stand in isolation and would be working with a range of other Council and partner services. The Leader agreed that it would not fix all problems, especially not drug abuse. However, the aim was to provide some reassurances to residents and to provide intelligence back to services. The Leader thanked Councillor Bennett-Sylvester for his comments on the Garden Waste Collection discount for Rothercard users. In response to Councillor Ball,

the Leader explained that a tweet from 2023 stating that Council Tax would be frozen in that year did not apply to 2025. That was a commitment made when Labour were in opposition and had not been made aware of the full extent of the financial situation.

Regarding Employment Solutions, the Leader explained that 450 people per year were helped into work or training. This worked out at around £1700 per person and the Leader believed that no national scheme would be able to deliver that value. In concluding, the Leader stated that this was a good set of budget proposals that would help those with less the most.

In accordance with the Local Authorities (Standing Orders) (England) (Amendment) Regulations 2014, and the Council's Constitution, a recorded vote was taken for this item as follows:

For: The Mayor (Councillor Cowen), Councillors Adair, Ahmed, Allen, Baggaley, Baker-Rogers, Beck, Bennett-Sylvester, Beresford, Brent, Clarke, Currie, Cusworth, Duncan, Foster, Garnett, Harper, Havard, Hughes, Hussain, Ismail, Jackson, Jones, Keenan, Knight, Lelliott, Marshall, Mault, McKiernan, Monk, Pitchley, Rashid, Read, Sheppard, Steele, Sutton, Taylor, Williams and Yasseen.

Against: Councillors Bacon, Ball, Baum-Dixon, Blackham, A. Carter, C. Carter, Castledine-Dack, T. Collingham, Z. Collingham, Reynolds, Tarmey, Thorpe and Tinsley.

Abstain: Councillor Bower.

Councillor Monk declared a personal interest in this item on the grounds of a close family member who was a business operator in the borough. As this was a non-pecuniary interest Councillor Monk remained in the chamber and voted on the item.

124. CALENDAR OF COUNCIL AND COMMITTEE MEETINGS FOR THE 2025-26 MUNICIPAL YEAR

Consideration was given to a report, submitted in accordance with the rules of procedure as detailed in the Council's Constitution, that set out the proposed Calendar of Meetings for the 2025/26 Municipal Year.

Resolved: That the Calendar of Meetings for the 2025-26 Municipal Year be approved.

Mover: Councillor Sheppard

Seconder: Councillor Read

125. CABINET'S RESPONSE TO THE IMPROVING LIVES SELECT COMMISSION SCRUTINY REVIEW - PREPARATION FOR ADULTHOOD

Consideration was given to the report which presented Cabinet's response to the Improving Lives Select Commission Scrutiny Review on Preparation for Adulthood. Preparation for Adulthood had been an on-going area of interest for the Improving Lives Select Commission (ILSC) over recent years, following the Special Educational Needs and Disabilities inspection in 2021. In discussions with the Improving Lives Select Commission, the Rotherham Parent Carers' Forum highlighted that a greater focus was required to identify what was in place, to support successful preparation to adulthood for children and young people in Rotherham with SEND and consider whether there were any gaps in the available provision.

The Improving Lives Select Commission agreed to hold a spotlight review on preparation for adulthood which took place on 15 February 2024. Planning sessions were held in advance of the spotlight review meeting to determine the scope of the review. Briefing materials and resources were circulated in advance of the review session, to inform key lines of enquires (KLOEs). The review itself took place over a single afternoon, with many partners present to provide a range of perspectives and information. This work enabled the sub-group to establish an understanding of the services that were being delivered in Rotherham to support preparation for adulthood.

The recommendations from the sub-group were presented to Cabinet on 14 October 2024 and Cabinet provided a response on 20 January 2025.

Resolved:

That Council note Cabinet's response to the recommendations as summarised in the Cabinet Response to the Recommendations from the Scrutiny Review - Preparation for Adulthood for Children and Young People with Special Educational Needs and Disabilities (SEND) report, attached at Appendix 1.

Mover: Councillor Cusworth

Seconder: Councillor Baker-Rogers

126. APPOINTMENT TO VACANT COMMITTEE SEATS

Consideration was given to the report which explained that the Health Select Commission, the Improving Lives Select Commission, the Licensing Board and the Licensing Committee currently had vacant seats. As these had been vacant for longer than three weeks, Council were asked to appoint to these seats. As per the Local Government (Committees and Political Groups) Regulations 1990, if a group failed to express its wishes within a period of three weeks of being notified of the allocation or vacancy, the Council could make such appointments. There

was therefore no political proportionality requirements for the vacant seats.

Nominations had been received and these were listed in Appendix D of the Mayor's Letter. During the meeting Councillor Fisher was nominated for the Health Select Commission.

Resolved:

That Council appoint the following Members to the vacancies:

1. Councillor Thorp – Licensing Board
2. Councillor Currie – Improving Lives Select Commission
3. Councillor Fisher – Health Select Commission

Mover: Councillor Read

Seconded: Councillor Sheppard

127. AUDIT COMMITTEE

Resolved: That the reports, recommendations and minutes of the meeting of the Audit Committee be noted.

Mover: Councillor Marshall

Seconded: Councillor Baggaley

128. HEALTH AND WELLBEING BOARD

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

Mover: Councillor Baker-Rogers

Seconded: Councillor Cusworth

129. LICENSING BOARD AND LICENSING COMMITTEE

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

Mover: Councillor Hughes

Seconded: Councillor Beresford

130. PLANNING BOARD

Councillor Williams reminded Members that the seminar on the changes to the National Planning Policy Framework would be held on Thursday 6 March 2025.

Resolved: That the reports, recommendations and minutes of the meeting of the Planning Board be noted.

Mover: Councillor Williams

Seconded: Councillor Mault

131. STAFFING COMMITTEE

Resolved: That the recommendation of the Staffing Committee be accepted, and the minutes of the meeting be noted.

Mover: Councillor Read

Seconded: Councillor Jones

132. STANDARDS AND ETHICS COMMITTEE

Resolved: That the reports, recommendations and minutes of the meeting of the Standards and Ethics Committee be noted.

Mover: Councillor Monk

Seconded: Councillor Clarke

133. MEMBERS' QUESTIONS TO DESIGNATED SPOKESPERSONS

There were 9 questions for the designated spokespersons:

(1) Councillor Ball noted the data sharing assisted bin collection collaboration between RMBC and SYFR had now started so asked how could this be promoted more as it would ultimately save lives?

Councillor Knight, Designated Spokesperson on South Yorkshire Fire and Rescue Authority, confirmed the Fire Authority very much welcomed the collaboration with the Council around assisted bin collection data, which it hoped would make hundreds of people safer by allowing the service to offer Home Fire Safety Visits to residents who may be at greater risk of fire. The Fire Service had already promoted this initiative in the local press and online and would now use the initiative as a case study to encourage other partners to securely share appropriate levels of data where there was a clear public safety benefit.

In a supplementary question Councillor Ball gave praise to Barry Connolly and his team they had got this well organised. He, therefore, asked if the Spokesperson could provide assurances that this would be effectively monitored and reviewed to ensure it delivered real safety improvements to the residents of Rotherham and how would he let all Members know.

Councillor Knight was sure the communication would be forthcoming when it was available in terms of the data collected. He provided some additional background information in that the service had data from 900 residents of 7,000 and there was an incremental proposal to contact more residents in stages up to October 2025. That would obviously promote a discussion or a response from those residents and that data would then be shared in due course.

(2) Councillor Ball referred to Labour's plan to ban zero hours contracts which would directly impact SYFR. He asked what would be the financial cost of replacing this flexible workforce and how did the service plan to fund it without cutting other vital services or increasing taxes?

Councillor Knight, Designated Spokesperson on South Yorkshire Fire and Rescue Authority, advised the service only had a very small number of zero hours contracts in place - almost exclusively relating to its contingency fire crew arrangements. The service would look to put in place alternative contracts of employment should it be required to do so, and this would have limited impact on the service's financial position.

In a supplementary question Councillor Ball expressed his worry about a possible strike happening where there was not cover anymore. He asked the Spokesperson to explore a little further into if there was a house fire in say Maltby, where there was not the contingency crew, who and how were they going to get an adequate response to that house fire when it needed three appliances to get to.

Councillor Knight explained that if this actually was a problem then clearly it was an issue that needed to be raised. He would question this with the Chief Fire Officer so asked Councillor Ball to forward him by email the exact wording and he would raise it with him at the next meeting.

Councillor Knight further reiterated that there were around forty zero hours contracts across the whole of South Yorkshire and as indicated in his previous answer, if it was necessary, further on-call fire officers would be recruited with little impact on the financial position.

(3) Councillor Ball asked what steps could be taken to strengthen collaboration between SYFR and Councillors to improve community safety and ensure local concerns were addressed effectively?

Councillor Knight, Designated Spokesperson on South Yorkshire Fire and Rescue Authority, explained the service and its managers continued to work closely with all four local authorities in South Yorkshire to improve community safety and address local concerns. This included local managers working with partners and Councillors at both a ward and a district level. Councillors could continue to support the work of the fire service by championing safety campaigns and emergency prevention initiatives in their local areas.

In a supplementary question Councillor Ball asked, given the importance of strong collaboration between ourselves and South Yorkshire Fire and Rescue Service in addressing community safety, could the Spokesperson inform the Councillors present today who the area manager was for Rotherham so that they could be contacted.

Councillor Knight was unable to confirm the person by name for Rotherham, but was aware there was a Senior Leadership Team led by the Executive Leadership Team. He was sure the information would be available online, but would respond to Councillor Ball in writing.

(4) Councillor Ball referred to how recently 205 high-rise buildings in South Yorkshire were inspected, with 177 having fire safety issues. He asked how many high-rise buildings in Rotherham were inspected, how many had issues and what actions have been taken to address them?

Councillor Knight, Designated Spokesperson on South Yorkshire Fire and Rescue Authority, confirmed there was only one building in Rotherham that fell in the scope of this audit. The building was Local Authority owned and no issues were identified by inspecting officers.

In a supplementary question Councillor Ball noted Rotherham had one with only two turntable ladders in the whole of South Yorkshire to deal with issues. He asked if there was a call to that one building in Rotherham where would they go and could the Spokesperson name the building.

Councillor Knight believed Councillor Ball knew the answer to the question.

(5) Councillor Ball asked what mechanisms did the Police and Crime Panel use to ensure that the Police and Crime Commission's policies on performance-related pay for police officers were transparent and aligned with the force's strategic objectives?

Councillor Harper, Designated Spokesperson on the Police and Crime Panel, confirmed that South Yorkshire Police did not have a performance related pay arrangement in place for Police staff. Police officers' pay was subject to national agreements and Police regulations and was, therefore, outside the Mayor's control.

(6) Councillor Ball asked how did the Police and Crime Panel ensure that the Police and Crime Commission had robust systems in place to prevent and address police misconduct, particularly in sensitive areas such as child protection?

Councillor Harper, Designated Spokesperson on the Police and Crime Panel, explained the role of the Police and Crime Panel was to scrutinise all decisions or actions in connection with the discharge of the Police and Crime Commissioner's functions. The Police and Crime Commissioner was only responsible for conduct matters relating to the Chief Constable.

The Police and Crime Panel were assured that the Mayor, in his wider responsibility for ensuring an efficient and effective police force, facilitated regular conversations between SYMCA (the Policing and Reform Directorate) and both the Force leadership (Chief Constable and Deputy

Chief Constable) as well as the Head of the Professional Standards Department to gain oversight and assurance over work in this area.

In addition, the Mayor supported the discipline process by providing (and paying for) legally qualified chairs (old regulations), legally qualified advisors (new regulations), independent panel members and Police appeals tribunal (PAT) chairs.

(7) Councillor A. Carter asked what impact would the Pensions Authority Investment Measures being behind target over recent time periods have on the pensions of those in the scheme?

Councillor Sutton, Designated Spokesperson on the South Yorkshire Pensions Authority, confirmed investment performance which could vary significantly from quarter to quarter did not impact the benefits payable to members of the scheme which were set out in statute. Investment risk within the scheme was borne by employers.

In a supplementary question Councillor A. Carter pointed out that given the fact that the Pensions Authority have targets on when they needed to specifically hit certain fund levels at certain time points, was the Spokesperson assured that being behind on the investments at that point, in recent times, would mean that that this would be met and what were the risks to the Pensions Authority and, therefore, the Council as one of the participants.

Councillor Sutton confirmed that this question would be responded to in writing.

(8) Councillor A. Carter asked with regards to the Authority's ambition to achieve net zero, currently being at risk of not being delivered in time, what actions have you as the representative taken to make sure this aim was delivered on time?

Councillor Sutton, Designated Spokesperson on the South Yorkshire Pensions Authority, confirmed the Pensions Authority regularly discussed progress to achieve its net zero goal which was agreed by Councilors in the knowledge that it was likely to be very difficult to achieve. A review of the investment strategy was being undertaken this year which would consider what changes to the strategic asset allocation could be undertaken which might accelerate progress to net zero while at the same time delivering the returns required to ensure that funds were available to pay pensions and maintain stable employer contributions.

In a supplementary question Councillor A. Carter asked had the Pensions Authority, therefore, as part of its ambition to achieve net zero given the targets being reached, looked at other measures they could take now such as investing elsewhere into making sure this was as timely as possible achieving this.

Councillor Sutton agreed to respond to this supplementary question in writing.

(9) Councillor A. Carter asked what calculations had the Authority undertaken to understand the impact on the climate of its investment strategy?

Councillor Sutton, Designated Spokesperson on the South Yorkshire Pensions Authority, confirmed the Pensions Authority undertook analysis when reviewing its investment strategy and as part of the actuarial valuation to understand the impact on its assets and liabilities of a number of different climate scenarios. This analysis would be updated over the course of 2025/26 and the current version was summarised in the Authority's Annual Climate report available on its website.

In a supplementary question Councillor A. Carter assumed that you as our representative agreed achieving net zero and having climate ethical investments for our pensions fund was important. He asked would the Spokesperson undertake or have you undertaken in your time there, undertake challenge to the Pensions Authorities to make sure that it divests from fossil fuel industries to make sure the pension fund was ethically, environmentally ethically achieving its goals while making sure that those involved in the pension scheme were able to get their pensions safely.

Councillor Sutton assured Councillor Carter that there were challenges raised over everything at the Pension Authority, and should this remain the case going forward challenges would continue.

134. MEMBERS' QUESTIONS TO CABINET MEMBERS AND CHAIRPERSONS

There were 31 questions for Cabinet Members and Chairpersons:

(1) Councillor Bacon asked would the Council finally implement a Public Space Protection Order on the Todwick A57 to crack down on the out-of-control racing?

Councillor Taylor, Cabinet Member for Transport, Jobs and the Local Economy, considered Councillor Bacon's use of language in his question to be interesting with inference that the Cabinet Member had suggested painting a few lines that would be the ultimate solution to road traffic safety, which the Cabinet Member had not suggested at all. He suggested Councillor Bacon, therefore, watched this back.

The question did say would the Council finally implement a Public Space Protection Order which inferred there had already been quite considerable discussion. In the meetings the Cabinet Member had attended discussing this particular issue, including one with relevant officers, the Public Space Protection Order had never been mentioned.

The Council were aware that there was the possibility that one could be imposed and address the situation on the A57. This was, therefore, one of the items that was under consideration along with others, which was an ongoing process.

In a supplementary question Councillor Bacon confirmed it was difficult to decipher as first what the Cabinet Member was saying it was not mentioned and then later said it under consideration. Clearly the Council needed to use all tools available to it, so he wondered what the Cabinet Member's thoughts were on the use of a Public Space Protection Order against other tools.

Councillor Taylor clarified by confirming that he had not said it had not been discussed, he confirmed that in meetings he had attended it had not been discussed, of which there were many.

A Public Space Protection Order was one of the tools that was under consideration, but it was dependent on reaching certain criteria under the Anti-Social Behaviour Crime and Policing Act 2014. If this criteria was met then it was a measure that would be considered in more depth. These kind of orders had been used in the other parts of the country, but what impact they have had would need to be considered in the findings to hopefully come to a satisfactory solution as it was a real problem to the people on the A57.

(2) Councillor Bacon asked how much money was spent in Rotherham town centre compared to communities such as Aston and Todwick?

Councillor Read, Leader of the Council, explained it was quite difficult to estimate how much Council money was spent in any given ward because it followed individuals by and large rather than places which meant data sets were needed that did not really exist.

On a rough calculation it was expected the Council would spend £1.8 billion over the course of the next three years over both its revenue and capital programmes and approximately 0.35% of that would be spent on regeneration schemes in the town centre.

In a supplementary question Councillor Bacon referred to vast sums going into Rotherham town centre, meanwhile communities like Aston and Todwick were only receiving pennies to pounds. He was wondering if the Leader would look at this and see how the spending could be balanced throughout the borough.

Councillor Read explained how more than 99.5 % of all the money the Council spent was not just spent on regeneration scheme in the town centre. It was spent on by and large individuals, residents and families in the places where they lived.

Referring back to the discussions during this meeting the majority of the regeneration money for the town centre was externally funded and intended for regeneration purposes.

It was hard to make a case that those regeneration schemes should be redirected into a village outside the town centre and say the Council decided to build a cinema and some restaurant units in Todwick village for example.

It was likely people would find that a bit of a challenge to understand why that was the case. It was actually residents that set the task of regenerating the town centre and one the Council was undertaking in a prudent way and bringing in additional investment to do so. This made up a small proportion of the money that was spent right across the northern part of the Borough.

(3) Councillor Thorp referred to Broom Lane crossing having had a lot of media attention on X due to how unsafe this crossing had become, both at the morning school run and then again when parents were collecting their children at the end of the school day. This was worse after the crossing attendant gave her notice, so what was the Cabinet Member going to do?

Councillor Taylor, Cabinet Member for Transport, Jobs and the Local Economy, explained in the immediate term Officers were liaising with the Central Neighbourhood Policing Team, who were prepared to deploy their team to this location for some limited periods.

This may assist in providing some community confidence and a short-term improvement in driving standards. It would also give a better indication of the situation there.

The Cabinet Member did not share the same links on X so was not aware of the conversations going on. He was aware through the consultation process that there were opportunities within that programme to implement something that had a true beneficial effect.

In a supplementary question Councillor Thorp confirmed he had spoken to the Cabinet Member about this and submitted questions into SYMCA on the CRSTS funding which should be able to include making safer crossings and safer access to schools for children under active travel. He asked the Cabinet Member if he agreed with him that that was a good way to try and go to get funding for this instead of taking it as just a little side line to the cycle lane funding.

Councillor Taylor agreed with anything that improved the safety standards on roads, but there were certain criteria that had to be dealt with within those bidding processes. The design was underway after the first stage of consultation and there would be a further period of consultation to

examine to see whether there was an appropriate means to address the issue in that area.

In addition, the Crossing Warden post had been out to advert since the 6th January, 2025 on a rolling programme until the position was filled.

(4) Councillor Thorp would receive a written response to his question from the Cabinet Member for Finance & Safe and Clean Communities.

(5) Councillor Bacon asked how many times had the Leader of the Council, as a portfolio holder, reported to the SYMCA's scrutiny board as per Government scrutiny guidance?

Councillor Read, Leader of the Council, confirmed he had been as many times as Councillor Bacon had invited him to go, which confirmed he had not been whilst in this portfolio role.

In a supplementary question Councillor Bacon reiterated that he had not received the answer he expected. Government guidance of the scrutiny protocol issued in November was very clear in that it was for portfolio holders of the Mayoral Combined Authorities to go to these meetings whether they were invited or not. The portfolio holders had responsibility and should be answerable to scrutiny. No doubt that invitation would come, but he asked would the Leader make sure that where there was an opportunity to attend he would go to scrutiny?

Councillor Read responded by confirming all Leaders were very happy to go to scrutiny. Councillor Bacon appeared to indicate that Leaders should simply turn up to scrutiny meetings just on the off chance that there was something that could be raised.

The MCA board meetings were all public meetings and open to public questions at the beginning. The Leader would be very happy to see Councillor Bacon there.

(6) Councillor Bacon asked how important was SYMCA to Rotherham Council?

Councillor Read, Leader of the Council, confirmed the SYMCA were fairly important to the Council.

In a supplementary response Councillor Bacon did not expect the Leader's response considering the millions of pounds that they were being given every single year, but on this did the Leader think it acceptable that for one of his representatives, who was supposed to attend the Audit Committee, had not attended a single meeting in six months and only half of those times sent a representative?

Councillor Read started with the first part of Councillor Bacon's question in that Rotherham was a net beneficiary to the tune of tens of millions of pounds a year from membership of SYMCA. The contributions that the Council made were overwhelmingly for transport purposes because SYMCA was the transport authority, and those payments were required either way or under any other kind of transport authority arrangements.

Perhaps Councillor Bacon was misled in his understanding of how that worked. The Leader was happy to talk to Audit Members of the Committee who took those roles very seriously. If there was a difficulty or a challenge that somebody was facing against attending those meetings, then this was perfectly understandable.

The Leader found it odd that Councillor Bacon would seek to criticise other people when he had not managed to invite him to a meeting or turn up to one of the other meetings to ask the burning questions he had.

(7) Councillor Thorp had asked how many children in RMBC care were housed outside Rotherham. The Cabinet Member had said that £4.4 million could be saved if they were cared for in Rotherham and the supplementary question had asked how many could the Council bring back into Rotherham with the facilities. No number was given to the question. He asked was this an impossible question to answer.

Councillor Cusworth, Cabinet Member for Children and Young People's Services, explained it was not possible to give a specific response to how many children could return as this was such an individual care planning issue. The Council would not wish to move children on a large scale as this would not be supportive to their needs. As indicated previously, the Council were trying to locate more children within the borough where this was possible and appropriate for them.

The numbers of children coming into care was reducing, but if a child was brought into care, then ideally they should be placed within the borough if appropriate.

It was more difficult to start bringing children back from out of the borough. Sometimes this worked and sometimes this could be a really positive move for them. The thing with residential care was that it was always hoped that this would eventually be a step down to foster care.

Councillor Cusworth was appreciative of Councillor Thorp's interest in the particular issue, but there must have been some sort of a revelation as the Conservative Group had voted against every single proposal before the Planning Board to have residential homes within the borough of which Councillor Thorp was a member.

In a supplementary response Councillor Thorp believed the Cabinet Member's statement to be incorrect. Before he became an Elected Member, Councillor Bacon had actually voted for a children's home. The

only property that had been to Planning Board while he was a member was a property on Broom Lane, which was a semi-detached. He had asked for Housing Officers to attend to ascertain their views, but they did not turn up.

(8) Councillor Thorp asked if children who were within RMBC care placed in homes within Rotherham in private children's homes or were the service actually having to hire in outside contractors to do this job. These contractors obviously must be purchasing homes in Rotherham, making them as homes or were the service actually pressing ahead with a new home. He further asked was there a new one coming up shortly?

Councillor Cusworth, Cabinet Member for Children and Young People's Services, explained yes there were some children placed within Rotherham Borough living in independent residential homes. These homes could set up as private businesses and had been the market for the past fourteen years under the Conservative Government, of which there had been much profiteering.

However, there were some good providers out there, albeit expensive, but the Council had good relationships and confidence in some companies who had residential homes for children where some of Rotherham's children were placed.

The decision was always made in the best interest of the child involved at the time and place was based on available options. There was huge pressure on the placements and demand for them was high. This was why the commercial element of care had come forward and every Local Authority across the country was in the same position obtaining placements for children.

Rotherham was much further ahead than other Authorities in that it was looking to provide its own in-house residential care so hopefully when the next application came before Planning Board, Councillor Thorp would be supportive.

In a supplementary question Councillor Thorp asked if the service had a further home coming forward and hoped this was going to be rolled out as this was something the Council needed.

Children needed these homes and if it was the right house in the right place then Councillor Thorp would be in favour. He asked, therefore, if when the application came forward that the right people be in attendance to answer questions and could this be arranged.

Councillor Cusworth confirmed the Council had a strong Commissioning Team in Children's Services led by Helen Sweaton and a great deal of work was undertaken before an application was put before Planning. There were lots of consultation with Ward Members as long as they were

not on Planning. Every effort would be made to ensure the right people were in attendance, but officers from the service were usually present.

(9) Councillor Bennett-Sylvester would receive a written response to this question.

(10) Councillor Bennett-Sylvester would receive a written response to this question.

(11) Councillor Thorp asked why did so many of RMBC consultations have the main agenda set out beforehand or the questions set so that only one outcome could come from it. Just like this question, as he could only see one consultation that had not followed that path.

Councillor Sheppard, Deputy Leader and Cabinet Member for Social Inclusion and Neighbourhood Working, confirmed every consultation was undertaken for a specific reason and that meant the consultations were different as they were tailored to the issue that was being considered.

However, the Council's Consultation and Engagement Framework set out the standards to be achieved, including being clear about why a consultation was being held and what impact it may have. The framework clearly stated that:-

- Consultation needed to take place when proposals were still at a formative stage.
- The Council should enter into the consultation with an open mind.
- Consultation needed to take place before decisions have been made.

Many consultation exercises have led to improvements in the decision-making process, for example, town centre redevelopment plans were changed to better reflect the needs of visually impaired people following a consultation exercise. Meanwhile, Wath Town Centre scheme was changed following feedback from the community with the library being moved to the ground floor of the development.

Finally, in the Budget item this was an open ended consultation, as was the Council Plan and the Council were already acting upon some of the issues raised with the investment in the Street Safe Team.

In a supplementary question Councillor Thorp asked if it was possible for the Council to look back at the way these consultations were set out. There were certain consultations that when you start to answer them you could not move forward unless you answered the questions in the way the Council wanted or gave the answers that they wanted. Now whether this was Council policy or not would the Cabinet Member please look into this because in certain consultations this was not happening.

Councillor Sheppard asked Councillor Thorp if he had specific details to share as there would be different responses to different questions. If evidence could be provided the Cabinet Member would certainly look into it.

(12) Councillor Ball would receive a written response to this question.

(13) Councillor Ball would receive a written response to this question.

(14) Councillor Yasseen asked why was there no prior consultation with Ward Councillors before the Selective Licensing Cabinet report was published and in most cases not even before the Selective Licensing public consultation?

Councillor Allen, Cabinet Member for Housing, confirmed the Cabinet report in September was to seek approval to consult on the proposed Selective Licensing areas. All Members would have been aware that it was coming from the Forward Plan of Key Decisions.

All Ward Councillors for the affected areas were emailed directly on the 19th December 2024, prior to the consultation going public on the 6th January 2025. The email gave information on the proposals, directed Councillors to the dedicated webpages and made an offer to attend Community Action Partnerships (CAP Meetings) to discuss the proposals in more detail. The Cabinet Member was informed by officers that they did not receive a response from Councillor Yasseen.

In a supplementary question Councillor Yasseen pointed out about having a neighbourhood working agenda and would have liked to have seen this being brought forward for an agenda where regular slots were provided. The Neighbourhood Office should have been aware of this if it was something affecting a particular ward. Where it would have made a difference was if Ward Members had been involved from an earlier point in this consultation. It could have helped and given better understanding why the Council was reluctant to support a more tailored and area specific approach across Rotherham and not what seemed like with a select group of VIP landlords.

Councillor Allen reiterated that an offer to come out to Community Action Partnerships or ward briefings if required was made. This had only been taken up in one area, but the offer was there as the Council was in no way restricting who it talked to about these proposals.

(15) Councillor Yasseen asked on behalf of a resident from Boston Castle, why, when Rotherham's Selective Licensing scheme had failed for the last ten years, should good tenants and landlords pay for the Council's failure for another five years?

Councillor Allen, Cabinet Member for Housing, confirmed under the 2020-25 selective licencing declarations, 2,021 full proactive property inspections under the Housing Act's Health and Safety Rating system where 69% of properties (one in seven properties) in selective licensing areas had Category 1 or 2 hazards present. This was not the Council failing, this was landlords failing their tenants. It was also pointed out that the fee for selective licensing did not have to be passed on to tenants, but some landlords chose to do so and good landlords could receive a rebate on the fee they paid when properties were well managed and in good condition.

In a supplementary question Councillor Yasseen asked how could the Council justify stricter regulations and private landlords while neglecting compliance in its own properties? For example, there had been a 12% drop in meeting decent home standards in 2023/24, which obviously in terms of the context could potentially lead to inevitable negative impact on Council tenants.

Councillor Allen confirmed this was a valid question which highlighted the difference between social and private rented sector properties and the management of them. The Authority had flagged up that change in the number of properties meeting the decent homes standard because it was recognised there had been a numerical error made. From the 12% drop the Council was already on its way back up to 100% compliance.

Also as a Local Authority, with every other authority in the country, the Council was subject to regulation by the Social Housing Regulator who would have their own programme of inspection. This again highlighted the parity there between the private and the social sector. So it was not just about justifying anything, this was about good practice in housing management aimed at improving the living standards and health of local residents.

(16) Councillor Ball would receive a written response to this question.

(17) Councillor Ball would receive a written response to this question.

(18) Councillor Yasseen referred to tenants' fear that the proposed increased selective licensing fees would push rents up, making them unaffordable and push some of Rotherham's poorest tenants into homelessness. With the Council already struggling to accommodate rising homelessness cases, could the Cabinet Member guarantee that those affected would not end up in Carlton Park hotel or other hotels due to an inability to pay higher rents?

Councillor Allen, Cabinet Member for Housing, reiterated what she had just said in answer to the last question. Fees do not have to be passed on to tenants. The landlord could decide as part of their social conscience to not do so.

Rotherham Council had a Homelessness and Rough Sleeper Strategy which quite clearly stated the intention to stop the routine use of hotels as temporary accommodation. However, when someone presented as emergency homeless would people rather see the Council turn them away instead of using a hotel as the only available option.

The current license fee of £521 had been a feature of the housing market for the last five years without significant homelessness being attributed to the declaration and the new fee was subject to consultation.

The alternative to this sort of scheme was that significant numbers of Rotherham residents were forced into accommodation that was not safe and not fit for human habitation. Councillor Yasseen would form her own view about whether she was able to tolerate that, but for the Council that would be unconscionable.

In a supplementary question Councillor Yasseen explained she had dealt with lots of complaints with the largest landlord locally, which was the Council. She went to many places which were regarded as not habitable, but they were not always in the private sector.

The Cabinet Member agreed that hotels were not a sustainable solution and were expensive. Councillor Yasseen asked would the Council recognise that it was in the best interest of tenants that private landlords were seen as a key partner in addressing social housing needs and adopt a more asset-based approach instead of treating them as Adversaries.

Councillor Allen confirmed work had taken place with landlords and they have been invited to training sessions to explain the purposes of selective licensing. The Council had also tried to get them to have a self-regulated approach around selective licensing but, unfortunately there had been negligible uptake on that. This was not just about landlords, this was about the housing conditions that people encountered.

The Cabinet Member had also brought a number of photographs that showed the sort of hazards found in private sector properties. This was not about an adversarial relationship with landlords as the Council was always available to talk with them.

(19) Councillor Yasseen asked why did the Council not commission an independent body to undertake public consultation on Selective Licensing as was proposed in the relevant Cabinet report of 16th September 2024?

Councillor Allen, Cabinet Member for Housing, confirmed this was explored before starting the consultation and private companies were approached to quote to deliver the process independently. However, no company could deliver the full consultation specification and, therefore, this could not be progressed.

In a supplementary question Councillor Yasseen asked if the Cabinet Member thought on reflection that maybe the Council should have gone independently as she had been to drop-ins, reviewed the website and organised her own community meetings yet it felt that an independent approach would have been better. Residents felt that this was not undertaken as the Council were frightened of what the responses might have been and may not have received the right answers to the questions asked. Therefore, there was loaded bias.

Councillor Allen explained the suggestion would not have been put in the September 2024 Cabinet report to use an independent body to do the consultation if it had not been meant. This was clearly the intention at the time and the Council would have preferred that route. However, feedback through the comments so far from the consultation had criticised the consultation methodology. However, from the latest update on 27 February, thirty-five emails about the proposals had been received for the Selective Licensing areas and of those only six mentioned their dissatisfaction with the online survey. So, it appeared that some have criticised the consultation whilst many have been able to engage without any concern.

(20) Councillor Ball would receive a written response to this question.

(21) Councillor Yasseen asked how did the Council justify proceeding with the current Selective Licensing consultation that had been publicly criticised for being misleading, confusing, and inaccessible to many residents?

Councillor Allen, Cabinet Member for Housing, confirmed the consultation would be reviewed to inform the Council's final decision on whether to implement the Policy or not. Some have criticised the consultation, whilst many others have been able to engage without any concern. All of this would be considered when the Council made its final decision.

In a supplementary question Councillor Yasseen confirmed she had spoken to hundreds of people now and even in the meeting a few weeks ago at a drop-in session there was nearly one hundred people present. So there was a body of people that actually were criticising it.

Even now after having raised it in these drop-ins the Council website was incorrect. For example the northern part of Boston Castle Ward had been renamed Eastwood, which was in Rotherham East Ward.

Given this confusion and misleading description, did the Cabinet Member not think the Council should show more due diligence and consider essentially addressing some of these mistakes that were still there on the website. Councillor Yasseen had raised this at several meetings now.

Councillor Allen was always interested to hear that there were errors on consultation documents and indeed any correspondence that the Council actually sent out. She herself had not been in those meetings where the specific details had been raised, but asked Councillor Yasseen to let her know and she would be more than happy to take them up with the service concerned.

(22) Councillor Yasseen asked why were areas such as Kimberworth and Clifton not clearly referenced in consultation documents for Selective Licensing, leading to residents, especially tenants, receiving inaccurate or misleading information?

Councillor Allen, Cabinet Member for Housing, confirmed she had learnt as part of the Selective Licensing consultation that Jordan was a hamlet of Kimberworth which she had to go back and clarify. So she expressed some personal sympathy with some of the confusion about the areas that were identified.

Councillor Allen went on to confirm the Council was made aware early in the consultation that not all residents, tenants and landlords realised via the correspondence that the boundaries of the areas proposed had changed.

Once this feedback was received by the Council on the Sunday 26th January, the changes were made to the website and was amended to make this more explicit. These amendments were made on the first working day after the initial email, which was Monday 27th January, 2025.

The original hard copy leaflets produced and delivered to 16,000 addresses referred to 'Eastwood/Town Centre' for the proposed areas which included Clifton and referred to 'Masbrough' for the area which included some areas of Kimberworth. Maps of both areas were included in the correspondence to show the full extent of the proposal and the Online Survey included all the individual areas by name.

In a supplementary Councillor Yasseen believed this whole consultation had been rushed and, therefore, mistakes were being made. A failure to generally explore alternative approaches with tenants, landlords and residents had been a missed opportunity and she hoped that this was not going to be a forever missed opportunity.

In light of the Government introducing the Renters' Rights Bill, what was the rush, why was it being pushed forward with a poor defective licensing scheme when time could be given to reflecting on what was needed. She agreed with the Cabinet Member that no-one should live in a house that

was not habitable and the Council should strive to be raising housing standards. This, however, was not the way to do it.

Councillor Allen did not feel the consultation was being rushed. The report in September was seeking permission to go out to consult. A statutory ten-week consultation would have been implemented by the 17th March and the results of that consultation would be brought in June.

So, between the 17th March and the beginning of June, there would be time to reflect upon the consultation outcomes. The current scheme would cease at the end of March and there was a requirement to take a mandatory three-month break. This would be happening and time would be given to reflect on what had come back via the consultation and this would be included in the final report that would be presented in June.

(23) Councillor A. Carter thanked the Cabinet Member for his email last week confirming that the parking changes at the shops on Brinsworth Lane would start on 10th March. Given the year delay, would the Cabinet Member commit to doing a thorough review into delays and stakeholder communication issues, so these could be improved upon for future projects?

Councillor Sheppard, Deputy Leader and Cabinet Member for Social Inclusion and Neighbourhood Working, confirmed the complexity of the Brinsworth Lane project lay in the private sector land ownership matters which required resolution prior to the project commencing. Whilst every effort was made to communicate this, these challenges perhaps could have been better anticipated in order to manage expectations.

It was good practice to evaluate the successes and potential for improvement as projects drew to a close and this would be undertaken on the Towns and Villages programme.

In a supplementary question Councillor A. Carter asked when that review came would the Ward Members be consulted and could the Cabinet Member confirm the results of any consultation on any review.

Councillor Sheppard confirmed as soon as this information was available he would be happy to share that with Ward Members.

(24) Councillor A. Carter asked regarding Selective Licensing, what steps had the Council taken to engage and seek views of tenants directly affected by the proposed new Selective Licensing scheme?

Councillor Allen, Cabinet Member for Housing, confirmed the Council was very keen to hear tenants' views to balance the consultation feedback and would ask Members to encourage private tenants and residents in proposed areas to participate in the consultation.

The online consultation survey was available for private tenants to express their views anonymously if they preferred. 16,000 information leaflets have been posted out to every postal address in the proposed areas to advise of the proposal, including maps and basic information, with a QR code link and a web address to access the online consultation survey. The leaflet also offered access to a paper version of the survey and invited tenants to six consultation events in the proposed areas to let them speak to officers directly. A further consultation day on 1st March 2025 was added and publicised in the local press and on social media to allow anyone who had not been able to attend previous consultation events.

To complement the leaflets, similar information had been displayed on lampposts in each of the areas and two paid advertisements and an editorial in the Advertiser, have informed residents of the proposals and the ways to become engaged in the consultation.

In a supplementary Councillor A. Carter explained having gone to the consultation event in Brinsworth found it was poorly attended with only a handful of tenants present.

Councillor Carter hoped that the online consultation had elicited more views from tenants certainly and throughout the borough and in Brinsworth. He had a number of concerns regarding the consultation in that the areas looked at for selective licensing were often more deprived areas.

Lots of the consultation literature sounded quite technical and very much in Council speak and from his experience in Brinsworth of the areas that were proposed the issue on those streets was engagement with Council services.

Councillor Carter, therefore, asked would it not be better to proactively knock on the doors of those residents and would the Cabinet Member agree that any new Selective Licensing should be paused until the Renters' Rights Bill had come into force and the Council could then evaluate the impact this was having on residents.

Councillor Allen noted the point about the areas being amongst the most deprived. This, indeed, was one of the criteria for an area being included in a selected licensing declaration.

Some door knocking had been undertaken, but the Cabinet Member was listening and would take this back to the survey and see if more could be facilitated.

Councillor Allen hoped this had been demonstrated in her answer to Councillor Yasseen that the consultation was not being rushed, that it was in accordance with the statutory consultation period, there would be that mandatory three-month break and a further couple of months before the report was brought back for final approval.

(25) Councillor Ball would receive a written response to this question.

(26) Councillor A. Carter asked with the introduction of RSV vaccination in certain groups, what had been the impact in the borough so far on deaths and pressures on health and social care services?

Councillor Baker-Rogers, Cabinet Member for Adult Social Care and Health, confirmed the RSV vaccination program was introduced in the UK in September 2024 and was targeted at older adults aged seventy-five plus and pregnant women to provide protection to their infants.

The vaccine programme was the responsibility of NHS England and the question should be addressed to the regional screening and immunisation team who should be able to provide data on uptake and the impact so far.

(27) Councillor A. Carter asked would the Cabinet Member support RSV vaccination to health and social care workers, and other frontline Council staff?

Councillor Baker-Rogers, Cabinet Member for Adult Social Care and Health, confirmed the national RSV vaccination program was targeted at two vulnerable cohorts, infants under the age of one year (protected through vaccination of the mother during pregnancy) and those aged over seventy-five.

There was no evidence to support a more universal approach, so in this case the Council would not support the vaccination of health and social care workers.

In a supplementary question Councillor A. Carter asked was this the same strategy applied with the flu vaccination as he was aware of a number of organisations and companies that offered this staff to reduce sickness during that winter period.

Councillor Baker-Rogers believed this to be the case, but would confirm for definite in writing.

(28) Councillor Ball would receive a written response to this question.

(29) Councillor A. Carter asked with the Fetal Alcohol Spectrum Disorders project set to conclude in September, what was the strategy to continue supporting affected children beyond this time?

Councillor Cusworth, Cabinet Member for Children and Young People's Services, confirmed One Adoption South Yorkshire (the regional organization that managed adoption processes for the Borough) funded a two-year project attempting to identify the prevalence of Fetal Alcohol Spectrum Disorders (FASD) in adopted children and supported the development of pathways to meet their needs. This had been led by Chris Clark from Doncaster Council, which hosted the One Adoption Service and would conclude in March 2025.

It had been difficult to establish the prevalence of Fetal Alcohol Spectrum Disorders in South Yorkshire as indeed was the case across the country. With the ending of the project for this very small group of children, it had been recognised by both Public Health and ICB colleagues that this was potentially a broader public health issue.

There would continue to be representation from the Best Start and Beyond Public Health team in the working groups for the One Adoption Project and the programme lead would provide details of progress.

In addition, there would continue to be Public Health membership in South Yorkshire groups with focus on FASD including the Local Maternity and Neonatal System (LMNS) Prevention steering group; South Yorkshire Safeguarding In the 1st Year of life group and the ICB led South Yorkshire FASD Prevention Group. The output from these groups was largely focused on prevention and raising awareness. The project lead, Chris Clark, was working with the Assessment and Diagnosis Group to identify leads to continue practice as business as usual once the project had ended.

The Public Health Team have an e-learning package which had been widely promoted and there had been encouraging take up of this offer.

A Community of Practice had been created for Fetal Alcohol Spectrum Disorders run by NHS England Sheffield. This was provided via Professor Mukherjee, who has developed a pathway for Fetal Alcohol Spectrum Disorders assessment and diagnosis and all four areas within South Yorkshire have access to the monthly supervision. Awareness raising and training would continue to be delivered by the project until the summer.

Councillor Cusworth also gave further assurance that this was something she was very passionate about and since the new research where more children may be affected than initially thought, it was something that she would closely monitor.

In a supplementary question Councillor A. Carter welcomed the prevention work and identification on the increased prevalence of incidents happening in the region, country and world. He asked about the process of how these children were going to be identified moving forward, for them not to be lost in the system in the first place and whether this was prevention during the antenatal period and then referral into service. He

asked was this a specific service or what extra support could be given to that neonatal infant and onwards and whether this had improved to what had been available prior to this trial.

Councillor Cusworth confirmed she would provide more information in writing on the actual process. The balance was for children receiving support that they needed regardless of the diagnosis or the cause of that need, versus campaigns around the dangers of consuming alcohol during pregnancy and the impact that that might have in trying to campaign and lobby from a public health point of view.

(30) Councillor A. Carter asked how did the Council identify, interact, and support unpaid carers within the borough?

Councillor Baker-Rogers, Cabinet Member for Adult Social Care and Health, confirmed the Council had a variety of ways in which it identified, interacted and supported unpaid carers within the Borough as the Council recognised the invaluable contribution carers made and wanted to ensure they were fully supported to sustain their caring roles for as long as they were able and willing to do so.

The Adult Social Care Teams were fully trained to recognise informal carers where referrals were received for adults who had presenting needs for care and support and/or where carers were referred or self-refer for assessment and support.

The Adult Care and Integration Service had recently established Carers Link Officer roles to enhance the offer further and to ensure informal carers received the support they need at the earliest opportunity. Types of support offered were dependent on the individual circumstances of the carer and could include the provision of information and advice, one off support services, carers breaks, registration with commissioned Carers Emergency Scheme as well as ongoing support linked to the carers' specific individual needs.

In a supplementary question Councillor A. Carter asked if the Council was sure it was adequately capturing the full amount of unpaid care within the borough and if yes how sure could the Council be and if no was there anything that should be done additionally to proactively do this. He further asked how this could be facilitated for those who were doing a good service for their families, their friends, and therefore by extension as a whole being unpaid carers.

Additionally, he asked how were the Council then being able to support them moving forward perhaps into a time where they needed to balance other varying roles alongside their care and responsibilities.

Councillor Baker-Rogers confirmed the Council had recently updated its web page information to provide full information to carers about the support available via the Council and other commissioned services and

groups such as the Making Space Dementia Cafes and Carers Forums. The web pages also included information about financial, emotional wellbeing support and training available to carers as well as links to the Carers Directory and Carers Newsletter, which was published bi-annually.

In terms of how many carers were reached a definitive number could not be provided, but the Council was doing as much as it actually could to reach out to unpaid carers so that they could find out about the support that was offered by the Council and other third parties in the town.

(31) Councillor A. Carter asked what was your view on the current waiting times for NHS talking therapies within the borough and was the Cabinet Member helping to ensure these waits were as low as possible?

Councillor Baker-Rogers, Cabinet Member for Adult Social Care and Health, confirmed Talking Therapies for Rotherham residents are provided by the Rotherham, Doncaster and South Humber NHS Trust (RDaSH). Targets for assessment and treatment were four weeks, and eighteen weeks respectively. Currently the service was achieving:-

- telephone or on-line assessment for individuals within days of referral.
- face to face assessment within 7-8 weeks.
- 10-14 weeks for remote counselling.
- 30-35 weeks for face-to-face counselling.
- 12-16 weeks for remote CBT.
- and 16-25 weeks for face-to-face CBT.

Councillor Baker-Roger's assessment would be that some of those timeframes were being met, but it also depended on how the service was actually delivered. There was work to do to improve, but the Cabinet Member was committed to reducing those timeframes.

In a supplementary question Councillor A. Carter was pleased to hear the targets were often less than the eighteen-week target. At the risk of straying into his own professional experience in healthcare Councillor Carter expressed concern about NHS Talking Therapies and their target levels being far too long. He asked would the Cabinet Member agree those targets set as an ICB and as a Council everyone should try to make sure that those waiting times come down. From experience this could lead to much more prolonged and mental health medications that could be addressed through talking therapy.

Councillor Baker-Roger's simple answer to this was yes when it was possible to do so.

135. URGENT ITEMS

There were no urgent items to consider.

This page is intentionally left blank



*M***AYOR'S PARLOUR**

Rotherham Town Hall, The Crofts, Moorgate Street,
Rotherham, South Yorkshire. S60 2TH
Telephone: (01709) 822117
mayor@rotherham.gov.uk

13th March 2025

By Email - Ms Boote

Dear Ms Boote

Council Meeting – Wednesday 5th March 2025

Thank you for your question to Council on Wednesday 5th March 2025. I have set out your question and my response below.

Could you confirm whether Councillor Sheila Cowen was Mayor from the period 15th of September 2024 to 29th of November 2024 and if she has received any personal invitations as opposed to invitation requests for the Flag raising event of 29th of November 2024 outside the Town Hall?

I can confirm that I have been appointed to serve as Mayor of Rotherham for the term of office 2024 to 2025 which includes the period 15th September 2024 to 29th November 2024.

I can confirm that formal invitations to the Mayor of Rotherham are routed through to the Member and Civic Support Office in Democratic Services who manage the Office of Mayor. All enquiries and invitations are sent through a formal central route Mayor@Rotherham.gov.uk as promoted and advertised on the Council's website.

Having checked with officers, I can confirm that no formal invitations have been received through this route.

I also serve as a ward Councillor in the Borough and any invitations sent to me in my capacity as a Councillor are not managed through the Mayor's office but are managed by me directly.

On 26th November the Leader and Chief Executive invited all Councillors via email to the flag raising event on 29th November.

I hope you find this information helpful.

Yours sincerely

A handwritten signature in black ink that reads 'Sheila Anne Cowen'.

Councillor Sheila Cowen B.A. (Humanities) Cert.Ed.
Mayor of Rotherham

This page is intentionally left blank

**Councillor Robert Taylor – Cabinet Member for
Transport, Jobs and the Local Economy**

Riverside House
Main Street
Rotherham
S60 1AE

E-mail: robert.taylor@rotherham.gov.uk

Email the Council for **free** @ your local library!

Ref	Direct Line:	Please Ask For
RT/LH	01709 255718	Councillor Taylor

28th March 2025

Cllr Michael Bennett-Sylvester
Elected Member

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

Dear Cllr Bennett-Sylvester

Question raised at Council Meeting – Wednesday 5th March 2025

Thank you for the question you raised in relation to Minute 122 of the Cabinet meeting held on 10 February 2025 – Strategic Community Infrastructure Levy.

You stated that you were disappointed that the work on the A630 would not be going ahead at this point and asked if S.106 money was used for the Chesterhill Development that was part of the sustainable travel plan and, if so, was there anything remaining. You also asked that, since the scheme scored so highly in regard to being able to use the CIL, did this guarantee a primary spot when the Department for Transport funding came forward? You asked if you and Councillor Ryalls could have briefing on the matter.

I can advise that the Strategic CIL report considered the A630 Rotherham East extension scheme (Doncaster Road between its junctions at Mushroom Roundabout and with Magna Lane) but has not been brought forward at this point. This is because a new round of Department of Transport funding is anticipated, to fund delivery of strategic transport infrastructure schemes in the period 2027-2032. The decision to defer the allocation is to ensure the Strategic CIL fund is allocated at the right time, and other funding sources should be explored prior to its allocation.

The A630 Rotherham East scheme (Fitzwilliam Road and St Ann's Roundabout) has been through the first round of consultation before Christmas 2024. The Transport Infrastructure Service is currently reviewing the consultation responses and intends to carry out further design and engagement process in 2025.

Future funding from the Department of Transport remains uncertain at present. Discussions with SYMCA and senior management will be held when further details become available, including any separate bidding processes to be applied. This would be entirely separate from the Strategic CIL process, however, should the scheme fail to secure alternative funding, an application can be made in future rounds of Strategic CIL. A new application would be required as the funding, cost and assessment process may change over time.

Chesterhill Development

The enquired development relates to planning permission RB2019/1967 for the erection of 237 dwellinghouses at Land at Oldgate Lane, Thrybergh.

The S106 contribution to sustainable travel refers to:

A contribution to be paid by the Developer to the Council in the sum of £118,500 (one hundred and eighteen thousand and five hundred pounds) Index Linked and applied by the Council towards sustainable travel measures to support the Development, the need for which directly arises from the Development (the latest index linked figure being £150,028.45 to be spent by September 2028).

The use of S106 funds is different from Strategic Community Infrastructure Levy as they serve different levels of infrastructure provision and are subject to different regulations. CIL is intended to provide infrastructure to support development at a strategic level across the Borough; S106 planning obligations are imposed to ensure the consequences of a specific development can be mitigated, where otherwise planning permission should not be granted.

In line with Supplementary Planning Document 12: Transport Assessments, Travel Plans and Parking Standards (para 53), the planning obligation to promote sustainable transport with a sum of £500 per dwelling is to fund a range of measures which might include, but not be limited to:

- Provision of a subsidised public transport ticket
- A discount voucher for a pedal cycle
- Cycle hire scheme
- Regular Dr Bike visits to the site or convenient nearby location
- Individual or family cycle training
- Provision of an enhanced bus service (larger developments)
- Membership of a car club (where available)
- Provision of a car share group
- Mechanisms to deliver real-time public transport information
- Personal journey planning
- Improvements to infrastructure which, when provided, will improve pedestrian accessibility, in particular to services and facilities

The Transport Infrastructure Service has confirmed that the S106 funds for this development have not been spent to date. The service is currently considering contributing towards the provision of cycle hub visits in the area, however alternative suggestions are welcomed.

If you would like to discuss further, I would be happy to arrange a meeting with you, Cllr Ryalls and officers.

Yours sincerely



Councillor Robert Taylor
Cabinet Member for Transport, Jobs and the Local Economy /Ward Councillor for Aughton & Swallownest

This page is intentionally left blank



Rotherham Town Hall, The Crofts, Moorgate Street,
Rotherham, South Yorkshire. S60 2TH
membersupport@rotherham.gov.uk

19th March 2025

Councillor Adam Carter
Elected Member

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

Dear Cllr Carter

Council Meeting – Wednesday 5th March 2025

Thank you for your supplementary question at the Council Meeting on 5th March 2025. I have set out your question and my response below.

Given the fact that the Pensions Authority have targets on when they needed to specifically hit certain fund levels at certain time points, was the Spokesperson assured that being behind on the investments at that point, in recent times, would mean that that this would be met and what were the risks to the Pensions Authority and, therefore, the Council as one of the participants.

I can advise that it is not just the value of the fund's assets that determines the funding level, which is the metric which influences employers' contributions to the Fund. The value of liabilities is also a key factor. This value has fallen by around 30% since the last valuation at the end of March 2022, largely due to the significant changes in the interest rate environment.

As a result of this and the maintenance of the value of assets in very uncertain market conditions the Fund is further ahead of its funding target than ever before with a reported funding level at the end of December of 162% (compared to the target of 100%). This position results in a significantly reduced risk that employers will face increased contributions as a result of the 2025 actuarial valuation and indeed are likely to see some reduction in contributions.

I hope you find this helpful.

Yours sincerely

Councillor Donna Sutton
Designated Spokesperson
South Yorkshire Pensions Authority

This page is intentionally left blank



Rotherham Town Hall, The Crofts, Moorgate Street,
Rotherham, South Yorkshire. S60 2TH
membersupport@rotherham.gov.uk

19th March 2025

Councillor Adam Carter
Elected Member

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

Dear Cllr Carter

Council Meeting – Wednesday 5th March 2025

Thank you for your supplementary question at the Council Meeting on 5th March 2025. I have set out your question and my response below.

Had the Pensions Authority, therefore, as part of its ambition to achieve net zero given the targets being reached, looked at other measures they could take now such as investing elsewhere into making sure this was as timely as possible achieving this.

I can advise that the Pensions Authority's strategic asset allocation includes significant allocations to a climate impact portfolio made up of investments in renewable energy, climate opportunities (technologies to support decarbonisation) and natural capital totalling 13.5% of the Fund, which based on current asset values amounts to c£1.5bn. These allocations were agreed in March 2023. These are allocations to private market investments rather than to traditional stocks and shares and they take time to build up and then to draw down the committed investment.

There are no opportunities within the investment products available to the Fund through the pooling arrangements to deploy capital quickly into public market investments of this sort, of which very few are available in any case. The Authority will be reviewing its investment strategy over the course of this year and will be considering as part of this whether it is possible to accelerate progress towards Net Zero through further changes to the Strategic Asset Allocation.

I hope you find this helpful.

Yours sincerely

Councillor Donna Sutton
Designated Spokesperson
South Yorkshire Pensions Authority

This page is intentionally left blank

Councillor Saghir Alam – Cabinet Member for Finance & Safe and Clean Communities

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

13th March 2025

Councillor Paul Thorp
Elected Member

Via email: paul.thorp@rotherham.gov.uk

Dear Cllr Thorp

Question to Council – Wednesday 5th March 2025

Thank you for the question you submitted to Council on 5th March 2025. I have set out the question and my response below.

Just after the budget I asked what affect will the employers NIC increase on the councils budget. I was told none, because the government was going to give the council the NIC back so there would be no extra cost to the council, and they wouldn't have to use the general council funding to cover this cost, did this happen.

I can advise that the Autumn Policy update indicated that the NIC increases would be covered for public sector bodies through additional grant funding. In the provisional and final settlement, the NIC was covered partially by a single specific grant with the remainder to be funded from additional uplifts to existing grants along with new grants.

The Council estimates that the impact of the employers NIC increase will be £3.9m for 2025/26. As part of the Final Financial Settlement for 2025/26 Government have provided the Council with over £14m of new or increased grant funding, this includes a grant specifically to support the NIC increase, of which the Council's allocation is £2.5m.

So, in summary, including a dedicated grant, the government has more than covered the cost of the NIC increase to RMBC.

I hope you find this information helpful.

Yours sincerely



Cllr Saghir Alam OBE
Boston Castle Ward
Cabinet Member for Finance & Safe and Clean Communities

This page is intentionally left blank

Councillor Sarah Allen – Cabinet Member for Housing

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

SA/LH

Please Contact

Councillor Sarah Allen

Direct Line

01709 255821

12th March 2025

Cllr Michael Bennett-Sylvester

Elected Member

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

Dear Cllr Bennett-Sylvester

Question to Council – Wednesday 5th March 2025

Thank you for your question to Council on 5th March 2025. I have set out your question and my response below.

Can the cabinet member please give their opinion of benefits to tenants of private landlords from the existing selective licensing scheme?

You have asked for my opinion of the benefits of the existing selective licensing (SL) scheme for private rented tenants so I shall give it below.

For me, SL is an enforcement tool that can significantly help the living conditions of tenants and as such is a 'good thing'. The scheme offers protection to some of the most vulnerable members of our communities and it can offer reassurance that someone is looking out for them, again, a good thing.

It also provides an avenue by which to raise concerns about their housing when they are reluctant to go directly to their landlord. One more good thing.

In my opinion the biggest benefit is the route it provides to get hazards in their properties rectified. This alone can help their living conditions, it can improve their health and lessen the worry that substandard housing can bring. Again, good things but undermined by some unscrupulous landlords who don't respond to SL identified faults.

Those are my opinions but let me back those up with some tangible statistics.

The current selective licensing scheme has delivered substantial benefits to private sector tenants in all the declarations, identifying and removing hazards within their homes with over one thousand five hundred enforcement notices being served.

Under the 2020 to 2025 selective licensing declarations, 2,021 full proactive property inspections, under the Housing Act's Health and Safety Rating system, have been undertaken. 1,394 properties, which is around 69%, were found to have Category 1 or 2 hazards which adversely affected the occupying private tenants. 584 Category 1 hazards, the most serious and possibly life-threatening hazards, have been identified and removed from 281 individual properties. Overall, 7,445 hazards have been identified and removed from the 1,394 properties.

Examples of category 1 hazards would include issues such as serious fire hazards or electrical safety hazards, significant damp and mould, excess cold or heat or risks associated with carbon monoxide, to name but a few. Similarly, many of these issues, where they do not present the most serious harm outcome, which means death or significant physical injury, could be classed as category 2 hazards.

Due to the reluctance of private tenants to complain about their landlords for fear of rent increases or eviction, the majority of these hazards would not have been discovered or rectified if selective licensing had not been operating a proactive inspection programme. Each of the 2021 households have had the opportunity to speak to a council officer and obtain advice and assistance in a range of matters.

As an example, on a visit just a few weeks ago officers found a property that had a hole in the first-floor bathroom floor. The floorboards had rotted and also the joists supporting the floorboards due to a water leak. The room below was being used as a dining room where the ceiling had collapsed, and the hole was of sufficient size for the occupants to fall through. That would not have been discovered without selective licensing.

That removal of hazards alone has got to justify my opinion that selective licensing is a good thing.

I hope that my response is helpful.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Sarah Allen', with a horizontal line extending to the right.

Councillor Sarah Allen
Cabinet Member for Housing

Councillor Sarah Allen – Cabinet Member for Housing

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

SA/LH

Please Contact

Councillor Sarah Allen

Direct Line

01709 255821

13th March 2025

Cllr Michael Bennett-Sylvester

Elected Member

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

Dear Cllr Bennett-Sylvester

Question to Council – Wednesday 5th March 2025

Thank you for your question to Council on 5th March 2025. I have set out your question and my response below.

Members have been receiving correspondence from landlords regards the proposed selective license scheme, can you please advise members on what is being done to ensure the voices of their tenants are being heard especially so they can have no fear of retribution from their landlords if they support the scheme?

Thank you for raising this critical point as the Council is extremely keen to hear from tenants so I would please ask all Councillors in areas affected to raise the profile of this consultation with their residents.

The online consultation survey is available for private tenants to express their views anonymously if they prefer. 16,000 information leaflets have been posted out to every postal address in the proposed areas to advise of the proposal, including maps and basic information, with a QR code link and a web address to access the online consultation survey. The leaflet also offered access to a paper version of the survey and invited tenants to 6 consultation events in the proposed areas to let them speak to officers directly.

To complement the leaflets, similar information has been displayed on lampposts in each of the areas and two paid advertisements and an editorial in the Advertiser, have informed residents of the proposals and the ways to become engaged in the consultation.

The Council is very keen to hear tenants' views to balance the consultation feedback and would ask Members to encourage private tenants and residents in proposed areas to participate in the consultation.

I hope that my response is helpful.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Sarah Allen', with a horizontal line extending to the right.

Councillor Sarah Allen
Cabinet Member for Housing

Councillor Sarah Allen – Cabinet Member for Housing

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

SA/LH

Please Contact

Councillor Sarah Allen

Direct Line

01709 255821

13th March 2025

Cllr Simon Ball

Elected Member

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

Dear Cllr Ball

Question to Council – Wednesday 5th March 2025

Thank you for your question to Council on 5th March 2025. I have set out your question and my response below.

How many social houses have been built since July 7th of last year?

I can advise that there are at least 202 social houses that have been built since 7th July 2024 that have been added to Rotherham's housing stock. This is the data we have between 1st July and 31st December 2024 as the data for January and February 2025 is not yet available.

The actual number will certainly be higher when housing association data for January and February 2025 is added.

I hope that my response is helpful.

Yours sincerely



Councillor Sarah Allen

Cabinet Member for Housing

This page is intentionally left blank

Councillor Saghir Alam – Cabinet Member for Finance & Safe and Clean Communities

Riverside House
Main Street
Rotherham
S60 1AE

E-mail: cllsaghir.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

13th March 2025

Councillor Simon Ball
Elected Member

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

Dear Cllr Ball

Question to Council – Wednesday 5th March 2025

Thank you for the question you submitted to Council on 5th March 2025. I have set out the question and my response below.

Can you inform me and members how much the assisted bin collection partnership with SYFR will save in monetary terms this council?

I can advise that the partnership is designed to allow new, or those renewing their assisted collection scheme to provide additional information on the form which may help SYFR to identify properties within the borough that could benefit from fire safety advice and or other support. The purpose of this partnership is not to save money but improve safety and we have no projection for any financial saving.

I hope you find this information helpful.

Yours sincerely



Cllr Saghir Alam OBE
Boston Castle Ward
Cabinet Member for Finance & Safe and Clean Communities

This page is intentionally left blank

**Councillor Dave Sheppard, Deputy Leader and
Cabinet Member for Social Inclusion & Neighbourhood Working**

Riverside House
Main Street
Rotherham
S60 1AE

E-mail: cllr david.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

13th March 2025

Cllr Simon Ball
Elected Member

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

Dear Cllr Ball

Question to Council – Wednesday 5th March 2025

Thank you for the question you submitted to Council on 5th March 2025. I have set out the question and my response below.

What work has been done since I last asked about the cemetery in Maltby, in regard to obtaining more land due to this site quickly running out of space?

I can advise that Bereavement Services have worked closely with Asset Management and Dignity to review a number of potential Council owned and private sites within the Maltby area for a new cemetery.

Bereavement Services are in the early planning stages and are working with Dignity to begin discussions around geological testing and pre planning considerations. Both parties are aware of the urgency and need to move this forward as soon as possible for the people of Maltby. This will involve conversations with the relevant Ward Members to ensure that they are aware of the proposals, and we will keep all Ward Members appraised of the timescales.

I hope that my response is helpful.

Yours sincerely



Cllr Dave Sheppard
Deputy Leader and Cabinet Member for Social Inclusion & Neighbourhood Working

This page is intentionally left blank

**Councillor Dave Sheppard, Deputy Leader and
Cabinet Member for Social Inclusion & Neighbourhood Working**

Riverside House
Main Street
Rotherham
S60 1AE

E-mail: cllr david.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

13th March 2025

Cllr Simon Ball
Elected Member

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

Dear Cllr Ball

Question to Council – Wednesday 5th March 2025

Thank you for the question you submitted to Council on 5th March 2025. I have set out the question and my response below.

Given the continued one-party dominance of the mayoralty, how does the Council justify always appointing a Labour councillor rather than allowing a fairer rotation, does this truly reflect the borough's democratic diversity?

The democratic diversity of the Borough is reflective in the fact that nominations are sought for Mayor-Elect and Deputy Mayor-Elect from all Members of the Council. The Constitution - Council Procedure Rule Part 8 (2) and (3) sets out the manner in which Members may nominate for the role of Mayor-Elect and Deputy Mayor-Elect. The Procedure Rule does not identify that either civic position should be held by any specific political party.

Nominations are debated in Council and voted on by all Members of the Chamber with the Member receiving the majority vote being elected.

I hope that my response is helpful.

Yours sincerely



Cllr Dave Sheppard
Deputy Leader and Cabinet Member for Social Inclusion & Neighbourhood Working

This page is intentionally left blank

**Councillor Dave Sheppard, Deputy Leader and
Cabinet Member for Social Inclusion & Neighbourhood Working**

Riverside House

Main Street

Rotherham

S60 1AE

E-mail: cllr david.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

13th March 2025

Cllr Simon Ball

Elected Member

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

Dear Cllr Ball

Question to Council – Wednesday 5th March 2025

Thank you for the question you submitted to Council on 5th March 2025. I have set out the question and my response below.

While the council has implemented various programs to address loneliness, what specific metrics are used to evaluate their effectiveness, and can the Chair share any data that demonstrates a reduction in loneliness among Rotherham residents as a result of these initiatives?

Whilst many Rotherham programs have an indirect impact on loneliness, there have only been two approaches in recent years that have been evaluated directly for their impact. The most recent fully evaluated program was in 2021/22 when the Council delivered the Better Mental Health Project funded as part of the Government's post pandemic recovery, which included a specific Befriending Project. This project engaged 835 residents across Rotherham and was evaluated using the Warwick-Edinburgh Mental Wellbeing Scale (WEMWBS) which was administered pre and post intervention. Evaluation of the project showed that the mean WEMWBS score at first assessment was 40.22, rising by 9.16 to 49.38 at follow up, which is classed as significant improvement to mental health.

Currently the Council has in place a Prevention and Early Intervention small grants scheme funded through the Better Care Fund and administered by Voluntary Action Rotherham to address loneliness and isolation in the borough. Grant funded projects are being delivered between 1 July 2024 – 30 June 2025, with small grants (up to £5k per element) awarded to 13 voluntary sector organisations in the borough. Elements include: befriending services, enabling activity, and activity groups.

Monitoring and evaluation of these programmes is set up to be proportionate and reflect the size of the grants, with groups using 4 loneliness questions, pre and post intervention to measure impact. The questions used are included below and follow best practise as developed by the University of California, Los Angeles (UCLA). They are: -

- How often do you feel that you lack Companionship?
- How often do you feel left out?
- How often do you feel isolated from others?
- How often do you feel lonely?

In terms of evaluation the results for the Small Grants programme will be available after the project ends in July, with a project report due for publication in October 2025.

I hope that my response is helpful.

Yours sincerely



Cllr Dave Sheppard
Deputy Leader and Cabinet Member for Social Inclusion & Neighbourhood Working

Councillor Sarah Allen – Cabinet Member for Housing

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

SA/LH

Please Contact

Councillor Sarah Allen

Direct Line

01709 255821

13th March 2025

Cllr Simon Ball

Elected Member

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

Dear Cllr Ball

Question to Council – Wednesday 5th March 2025

Thank you for your question to Council on 5th March 2025. I have set out your question and my response below.

Given that there are approximately 6,500 households on the housing register, what is the average waiting time for social housing, and what concrete steps is the council taking to reduce this waiting time and ensure that those in need are housed in a timely manner?

The housing register is a register of need, not a waiting list, so it is not possible to provide average waiting times. Those with higher priority will be rehoused earlier than those with lower priority regardless of how long they have waited.

The Council lets approximately 1,200 homes per year, meaning there is a significant gap between supply and demand of council homes. This is common across all parts of the country.

To ensure residents who need social housing can get it, the Council is focused on acting in three areas:

First, we aim to prevent the need for our help in the first place. Our Homelessness Prevention and Rough Sleeping Strategy sets out the steps we are taking to focus activity on preventing homelessness. Our measures to improve the private rented sector – including through the proposed selective licensing scheme – will help to improve standards and management practices in a housing tenure that remains a significant driver of homelessness.

Secondly, we are seeking to make the best use of the council homes available to us. The speed with which the Council re-lets vacant council homes has reduced markedly over the last few years, to an average of 32.5 days in the 2024/25 financial year so far. This compares favourably with the estimated 6 weeks for the sector for the last full financial year (2023/24). To build on this, the Council is consulting on a new Housing Allocations Policy, which will strengthen our approach to ensuring scarce council homes are allocated to those who need them most.

Thirdly, we are doing everything in our control to build and acquire new homes. The Council has added approximately 650 new council homes to our housing stock since 2018 and we are on track to achieve 1,000 new homes by the summer of 2027.

The Council welcomes changes to the Right to Buy scheme, which should result in fewer sales of council homes.

I hope that my response is helpful.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Sarah Allen', with a horizontal line extending to the right.

Councillor Sarah Allen
Cabinet Member for Housing

**Councillor Joanna Baker-Rogers – Cabinet Member for Adult
Social Care and Health**

Riverside House
Main Street
Rotherham
S60 1AE

E-mail: joanna.baker-rogers@rotherham.gov.uk

Email the Council for **free** @ your local library!

Ref	Direct Line:	Please Ask For
JBR/LH	01709 807943	Councillor Joanna Baker-Rogers

19th March 2025

Councillor Adam Carter
Elected Member

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

Dear Cllr Carter

Question at Council Meeting – Wednesday 5th March 2025

Thank you for your supplementary question at the Council meeting on 5th March 2025. I have set out your question and my response below.

Was this the same strategy applied with the flu vaccination as there were a number of organisations and companies that offered this staff to reduce sickness during that winter period?

I can advise that the annual flu vaccination programme is more established than the RSV programme, and there is evidence that vaccinating staff can prevent transmission to vulnerable people. Consequently, vaccination of frontline staff is advocated by 'The Green Book' ([Influenza: the green book, chapter 19 - GOV.UK](#)). The flu vaccination programme for 2024-2025 ([Flu vaccination programme 2024 to 2025: information for healthcare practitioners - GOV.UK](#)) therefore specifically recommended that frontline healthcare workers and social care workers should be offered a flu vaccine via their employer.

I hope you find this information helpful.

Yours sincerely,



Cllr Joanna Baker-Rogers
Rawmarsh West Ward
Cabinet Member for Adult Social Care and Health

This page is intentionally left blank

Councillor Saghir Alam – Cabinet Member for Finance & Safe and Clean Communities

Riverside House

Main Street

Rotherham

S60 1AE

E-mail: cllsaghir.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

13th March 2025

Councillor Simon Ball
Elected Member

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

Dear Cllr Ball

Question to Council – Wednesday 5th March 2025

Thank you for the question you submitted to Council on 5th March 2025. I have set out the question and my response below.

How concerned are you about employer contributions to the Pension Scheme becoming unaffordable, and what could the impact be on employees who pay into the scheme?

The employer contribution rate that the Council pays to the South Yorkshire Pension Authority (SYPA) scheme is driven principally by the outcome of the triennial actuarial valuation process. This valuation process occurs every 3 years, the result of which may lead to the pension contribution rate being increased, decreased or held at its current level. The last valuation was undertaken in March 2022, at which point the Council's contribution rate was 17.3% and will remain at that level for 2023/24, 2024/25 and 2025/26.

At the point of this valuation the SYPA scheme was 119% funded, meaning that it had a 19% surplus position. A very positive position.

SYPA have begun their work towards the next valuation to be carried as at March 2025 where contribution rates payable from April 2026 will be set.

Early indications on progress since the last valuation are that the SYPA scheme will remain in significant surplus position and as such it is unlikely that the pension contribution rate for the Council will be increased, in reality it is more likely it will be decreased presenting a reduce cost position to the Council. A 1% reduction in the employers pension contribution rate equates to around £1.2m.

As such the Council is not concerned at present about the scheme becoming unaffordable.

It is not anticipated at present that the employee contribution rates will change, they are set at a national level by the Local Government Pension Scheme.

I hope you find this information helpful.

Yours sincerely



Cllr Saghir Alam OBE
Boston Castle Ward
Cabinet Member for Finance & Safe and Clean Communities

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

VC/LH

Please Contact

Councillor Victoria Cusworth

Direct Line

07824895314

20th March 2025

Councillor Adam Carter

Elected Member

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

Dear Cllr Carter

Question to Council – Wednesday 5th March 2025

Thank you for your supplementary question at Council on Wednesday 5th March where you welcomed the prevention work and identification on the increased prevalence of incidents happening in the region, country and world. You asked about the process of how these children were going to be identified moving forward, for them not to be lost in the system in the first place and whether this was prevention during the antenatal period and then referral into service. You asked was this a specific service or what extra support could be given to that neonatal infant and onwards and whether this had improved to what had been available prior to this trial.

I can advise that children who live with issues arising from FASD without a specific diagnosis are still likely to receive support within the neurodevelopment pathways, where a need is identified through universal and targeted services, such as Family Help and 0-19s Public Health Nursing Service. Without a specific FASD pathway in place or without specific evidence of foetal alcohol exposure, it is likely that support will nevertheless be provided, albeit more often through an ASD/ADHD pathway, since they present in a similar way.

With this in mind all women now get asked at pregnancy booking about their alcohol intake and this is recorded. This would be a very important piece of information for a

future diagnosis of FASD, so the onward use of this information within the child health record is currently a matter of discussion.

The consumption of alcohol during pregnancy is clearly a sensitive matter, and the way in which such screening questions are framed, in order to adopt a compassionate approach is also currently being discussed within the Local Maternity and Neonatal System (LMNS) in South Yorkshire.

I hope you find this information helpful.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Victoria Cusworth'.

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

Committee Name and Date of Committee Meeting

Council – 09 April 2025

Report Title

Petitions

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

No

Strategic Director Approving Submission of the Report

Sharon Kemp, Chief Executive

Report Author(s)

Samantha Mullarkey, Governance Advisor
01709 247916 or samantha.mullarkey@rotherham.gov.uk

Ward(s) Affected

Borough-Wide

Report Summary

This report provides Members with a list of all petitions received by Rotherham MBC since the last Council meeting held on 5 March 2025 and details which petitions will be presented by members of the public at this Council meeting.

This report is submitted for Members' awareness of the items to be presented to the Council meeting.

Recommendations

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 or their representatives be entitled to address the Council for a total period of five minutes in accordance with the Council's Petition Scheme.
3. That the relevant Strategic Director be required to respond to the lead petitioners, as set out in the Petition Scheme, by Friday 25 April 2025.

List of Appendices Included

Appendix 1 – Petition to Lower the Speed Limit from 40mph to 30mph on Sheffield Road / Park hill in Swallownest for Community Safety

Appendix 2 – Petition for Opposition to the Proposed Selective Licensing Scheme for 2025-30 in the Clifton Area

Background Papers

None

Consideration by any other Council Committee, Scrutiny or Advisory Panel

No

Council Approval Required

Yes

Exempt from the Press and Public

No

PetitionsPetitions

1. Background

- 1.1 The Council refreshed its Petition Scheme in May 2019, following its introduction in 2010 after legislative changes requiring local authorities to respond to petitions. Whilst the Localism Act 2011 repealed that statutory requirement, the Council has maintained its commitment to responding to issues raised by local people and communities in respect of matters within the Council's remit.
- 1.2 The current Petition Scheme sets thresholds for various routes that petitions can take through the decision-making process:-
- Up to 20 signatures – not accepted as a petition.
 - 20 to 599 signatures – five-minute presentation to Council by Lead Petitioner and response by relevant Strategic Director.
 - 600 to 1,999 signatures – five-minute presentation to Council by Lead Petitioner and referral to Overview and Scrutiny Management Board for review of the issues, followed by response by the Chair of Overview and Scrutiny Management Board setting out their findings and recommendations.
 - 2,000 signatures and above – five-minute presentation to Council by Lead Petitioner followed by a 15-minute debate of the petition by the Council.
- 1.3 This report is submitted for information to detail the number of petitions received since the previous Council meeting held on 5 March 2025 and the route that these petitions will take through the Council's decision-making processes.

2. Key Issues

- 2.1 The following petitions have been received which met the threshold for presentation to the Council meeting and for a response to be issued by the relevant Strategic Director:

Subject	Number of Valid Signatures	Lead Petitioner	Directorate
Petition to lower the Speed Limit from 40mph to 30mph on Sheffield Road / Park Hill in Swallownest for Community Safety.	21 Valid Signatures (8 not valid)	Jessica Sheward	Regeneration and Environment
Proposed Selective Licensing Scheme for 2025-30 and the impact on the Clifton Community.	103 Valid Signatures	Mr. M. Shafiq	Regeneration and Environment

- 2.2 The details of each petition can be found in Appendix 1 and Appendix 2 respectively.

3. Options considered and recommended proposal

- 3.1 This report is submitted for information and Members are recommended to note the content and resolve that the petition received be administered in accordance with the provisions of the Council's Petition Scheme.

4. Consultation on proposal

- 4.1 This report is submitted for information in order to detail the petitions received by the Council since the previous Council meeting held on 5 March 2025. There are no consultation issues directly associated with this report.

5. Timetable and Accountability for Implementing this Decision

- 5.1 Under the provisions of the Council's Petition Scheme, this petition will not be debated. It will be sent to the Strategic Director of Regeneration and Environment to provide a written response.
- 5.2 The Strategic Director of Regeneration and Environment is required to provide a written response to the lead petitioner within 10 working days of the meeting. Responses are therefore due by Friday 25 April 2025.

6. Financial and Procurement Advice and Implications

- 6.1 There are no financial or procurement implications directly associated with this report.

7. Legal Advice and Implications

- 7.1 There are no legal implications directly associated with this report.

8. Human Resources Advice and Implications

- 8.1 There are no human resources implications directly associated with this report.

9. Implications for Children and Young People and Vulnerable Adults

- 9.1 There are no implications for either children and young people or vulnerable adults directly arising from this report.

10. Equalities and Human Rights Advice and Implications

- 10.1 There are no specific equalities or human rights implications directly associated with this report.

11. Implications for Ward Priorities

- 11.1 There are no direct implications on ward priorities arising from the petition referred to earlier in this report.

12. Implications for Partners

- 12.1 There are no known implications for partners arising from the petition referred to earlier in this report.

13. Risks and Mitigation

- 13.1 As this report is submitted for information, there are no risks associated with the presentation of information in respect of petitions received.

14. Accountable Officers

Emma Hill, Head of Democratic Services

Report Author Samantha Mullarkey, Governance Advisor
01709 247916 or samantha.mullarkey@rotherham.gov.uk

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

This page is intentionally left blank

Title: Petition to Lower the Speed Limit from 40mph to 30mph on Sheffield Road / Park hill in Swallownest for Community Safety

Statement:

We the undersigned petition the council to Petition to Lower the Speed Limit from 40mph to 30mph on Sheffield Road / Park hill in Swallownest for Community Safety. To Rotherham council We, the undersigned, urge the local council to reduce the speed limit on from 40mph to 30mph to improve safety for residents, schoolchildren, and all road users. This stretch of road passes through a residential area, a primary school, and now the recent development of Aldi supermarket, creating high foot traffic, especially during school drop-off and pick-up times. Despite this, vehicles continue to speed down the hill, often exceeding 40mph, putting pedestrians often young families, cyclists, and drivers at risk. There have been numerous incidents over the past 20 years due to speeding on this road. Most recently 3/2/25. The combination of steep gradient, high-speed traffic, and vulnerable road users makes this area particularly dangerous. Currently, the speed limit is inconsistent, but it should be 30mph all the way down to ensure safety.

Justification:

There have been numerous incidents over the past 20 years due to speeding on this road. The combination of steep gradient, high-speed traffic, and vulnerable road users makes this area particularly dangerous. Currently, the speed limit is inconsistent, but it should be 30mph all the way down to ensure safety.

Lowering the speed limit to 30mph will:

Improve safety for schoolchildren, pedestrians, and cyclists.

Reduce the risk and severity of accidents.

Encourage safer driving habits in a residential area.

Make the road safer for vehicles entering and exiting driveways and surrounding estates.

With the growing number of homes, businesses, and increased pedestrian activity, it is essential that this road is made safer. We call on the council to act now to prevent further accidents.

Sign this petition to support a safer road.

Submitted by: Jessica Sheward.

This page is intentionally left blank

Rotherham East Councillors
 Rotherham Metropolitan Borough Council
 Rotherham Town Hall
 The Crofts
 Moorgate Street
 ROTHERHAM
 S60 2TH

10th March 2025

Subject: **Petition for Opposition to the Proposed Selective Licensing Scheme for 2025-30 in the Clifton Area.**

Dear Councillors,

Please find below a petition relating to Proposed Selective Licensing Scheme for 2025-30 and Its Impact on the Clifton community.

We are writing to formally express our strong opposition to the proposed Selective licensing Scheme in the Clifton area. While we understand the council's intention to improve housing conditions as well as generate revenue, we believe this scheme will have unintended and devastating consequences for the local community, including homeowners, renters and landlords. We request you to remove this area from the scheme or reconsider this proposal and explore alternative solutions that do not disproportionately burden landlords or harm the local housing market.

1. Problems in this Clifton area.

In this part of Clifton (Eastwood Mount, Newton Street, Newton Drive and Byron Drive) the majority of residents are long term owner occupiers. The property turnover rate is very low (6 properties sold in the last 5 years), as it is a very attractive area to live in, having a mix of detached, semi-detached and terraced housing. We have not experienced and don't agree with your comments that there higher levels of problems in this area such as low housing demand, anti-social behaviour, poor housing conditions, high levels of migration, high levels of deprivation, or high levels of crime.

2. Negative Impact on House Prices

The introduction of this scheme will inevitably lead to this area being earmarked as 'deprived'. We are very concerned this will result in a significant reduction in the value of our properties, some of which are valued in excess of £500k. This will mean this area is no longer being as attractive to new buyers, resulting in the opposite effect to the licensing schemes planned objectives. As demand decreases, property values are likely to decline, negatively affecting homeowners and creating instability in the local housing market and potential negative equity.

Also increased costs for landlords, many of whom will pass these expenses onto tenants through higher rents. This will reduce the affordability of housing in the area, making it less attractive to potential renters and buyers.

3. Unfair and Inconsistent Boundaries (Posted leaflet not clear on scheme scope)

The proposed boundaries for areas affected by this scheme appear to be inconsistent and lack transparency. This creates an unfair situation where some landlords and residents are penalised while others in similar circumstances are exempt. Such inconsistency undermines the fairness and credibility of the scheme and risks fostering resentment within the community. It is not clear why some areas have been included but other known problematic areas have been excluded e.g. 'The Lanes' in Eastdene, highlighted in recent BBC news coverage on the 17th February 2025.

The council leaflet posted to residents in this area is far from clear. It does not mention the 'Clifton' area by name anywhere in the leaflet but appears to encompass Clifton as part of 'Eastwood and Town Centre'. This has directly resulted in many, many Clifton residents understanding that 'Clifton is not part of the consultation scheme. Why was the Clifton area not specifically mentioned in the posted leaflet as other areas such as Brinsworth, Parkgate, Masbrough, Eastwood, Thurgroft and Dinnington? What is the plan to correct this mistake?

4. Disproportionate Burden on Landlords

While the council may view this scheme as a means of generating revenue, it places an undue financial burden on landlords, many of whom are small-scale property owners relying on rental income to supplement their livelihoods. This scheme could force some landlords to sell their properties, further destabilising the local housing market and reducing the availability of rental housing.

5. Wider Economic Consequences

The ripple effects of this proposed scheme will extend beyond the housing market. Declining property values and reduced affordability will deter new residents and businesses from settling in the area, stifling economic growth and reducing the council's tax base in the long term. This could lead to a cycle of declining investment and worsening living standards for all residents.

We would appreciate the opportunity to discuss this matter further and would be happy to provide additional input on this issue. Please do not hesitate to contact the petition organiser named below.

Thank you for your attention to this important matter. I trust that the council will act in the best interests of the local community and reconsider this policy proposal.

Details of petition organiser (main contact):

Name: Mohammed Shafiq	Address: [REDACTED]
[REDACTED]	[REDACTED]

We the undersigned petition Rotherham Metropolitan Borough Council to remove Eastwood Mount, Newton Street, Newton Drive, Byron Drive and 190-216 Badsley Moor Lane from the Proposed Selective Licensing Scheme for 2025-30 or reconsider this proposal and explore alternative solutions that do not disproportionately burden home owners, landlords or harm the local housing market.

THE CABINET
17th March, 2025

Present:- Councillor Read (in the Chair); Councillors Allen, Baker-Rogers, Cusworth and Sheppard.

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

Apologies for absence were received from Councillors Alam and Taylor.

126. DECLARATIONS OF INTEREST

There were no declarations of interest.

127. QUESTIONS FROM MEMBERS OF THE PUBLIC

There were nine questions:

1. Councillor Yasseen stated that 17 March was the last day of the Selective Licensing consultation. Over the last decade, Selective Licensing had failed to sustain improvements in private housing standards, as stated on the Council's website. Councillor Yasseen stated that Sheffield, Leeds and Doncaster had ended or narrowed their schemes, but Rotherham was planning an expansion on a failed scheme. She asked if the Council would work with tenants, landlords and wider stakeholders, especially Councillors, to develop an alternative approach instead of persisting with the current proposals?

Councillor Allen stated that the scheme in Rotherham was not an entire expansion. There was one new area, and other areas had been removed or amended. If the Council received information that would lead to an alternative scheme, they would be considered as part of the consultation feedback.

2. Mr Hussain asked a question in relation to Herringthorpe Cemetery, Dignity and Bereavement Services. He asked why the Council were not concluding the contract. Mr Hussain stated that at the liaison group meeting, Dignity had reached out to the Council's legal services, asking to arrange a meeting so that any outstanding matters could be resolved. In the second part of his question, Mr Hussain referenced the independent review of Bereavement Services that had been commissioned by the Council. He had previously asked to see this document but was informed that it was being factchecked by the Council. Mr Hussain believed that it would cease to be independent if the Council manipulated it in any way.

Councillor Sheppard stated that the meeting with Dignity would be taking place next week and he was hopeful that there would be

progress. It was however a long term contract and as such the discussions were very detailed. If any information could be shared after the meeting it would be. In relation to the independent review, Councillor Sheppard explained that the report author was still out of the country and there were a few details in the report that needed to be updated to ensure they were factual before it could be shared more widely.

In his supplementary question, Mr Hussain asked if the meeting next week was to conclude discussions or to fine Dignity for failings. In relation to the independent review, Mr Hussain asked why the Council needed to go back to the author when the author had submitted the final report.

Councillor Sheppard explained that he could not pre-empt what would happen at the meeting. In relation to the report, the Council wanted to make sure the detail was correct before it was published.

3. Mr Azam stated that the latest saga regarding cemeteries, Dignity and the Council had started in August 2024. He had been informed that it would be resolved by December 2024, but it was now March 2025 and discussions were still ongoing. Mr Azam stated that Dignity had to put a large amount of investment in place and were most likely looking at options on how to recover that, along with some contractual changes. He believed that meetings should be taking place weekly to resolve the matter with urgency. Referencing Councillor Sheppard's comments at the previous Council meeting, Mr Azam stated that there was not 1.2 years' worth of capacity for baby graves; there was no capacity. Urgency was required and Mr Azam asked for some proper answers. He stated that the Muslim community felt underwhelmed and fobbed off.

Councillor Sheppard refuted Mr Azam's comments and stated that the Council were working as hard as possible. He reiterated that the borough would not run out of graves but acknowledged the frustration felt.

In his supplementary question, Mr Azam referenced the independent report and stated that the author returned to the country at the end of February. The report had been submitted and the Council had responded with some required changes. Mr Azam stated that the community did not want a presentation. They wanted to see the report so they could work with the Council on how to progress going forward. There were 151 graves that were currently unmarked but there was no urgency from the Council. He asked why the report could not be released.

The Leader stated that Councillor Sheppard had already responded to that question. The Council were waiting for a report that met the terms of reference that had been set out. This had been delayed as the

report author had been away. However, it was standard procedure to make sure an independent report met the terms of reference agreed. Once this procedure had been concluded, the report would be made available.

4. Mr Smart asked what Rotherham Borough Council's definition of racism was.

The Leader explained that, to the best of his knowledge, the Council did not have its own written definition of racism. He would consult with legal services and provide a written response.

In his supplementary question, Mr Smart asked if the Council, Council Members or Council Officers were able to discriminate on any basis?

The Leader answered no. All were bound by the law and the Council's Constitution.

5. Ms Boote referenced the exhibition by local residents and artists on Monday 25 November to Friday 6 December 2024. She asked why the exhibition had been subject to censorship, how had that kind of censorship been allowed to happen and had it happened before.

The Leader stated that the items displayed in the library at Riverside House on the dates specified had been removed as the proper process for displaying them had not been followed. There was a process in place relating to the displaying of items in Council buildings that needed to be followed, and it had not been in this case. The Leader was not aware of any particular similar incidents but believed there would have been similar incidents previously.

In her supplementary, Ms Boote asked what steps had been taken to rectify the acts of censorship.

The Leader acknowledged that people could feel what they wanted to but in his view, it was not censorship and to say so was an inaccurate description of what happened. He reiterated that there was a process around displays, and it was common sense to have such a process to determine what was appropriate and how that came to be signed off. In the case referred to, this process was not correctly followed. It was not a matter of censorship or rectifying censorship but of ascertaining if displays were appropriate.

The Leader stated that the process could be shared with Ms Boote.

6. Mr Ramzan stated that at a meeting held with Councillor Sheppard on 2 December 2024, he had promised that an investigation would be undertaken on why the library had censored the Palestine art exhibition by local artists and members of the public. Mr Ramzan

asked if an investigation had been done and if any documentation relating to the investigation could be provided by email.

Councillor Sheppard stated that since the Council had been made aware that the correct process had not been followed regarding the exhibition in the library, work had been done with the museum service who had a more advanced protocol for dealing with artworks. This had been reflected in the library protocol and lessons had been learnt.

In his supplementary question, Mr Ramzan stated that he had previously asked for any documentation relating to the removal of the Palestine art exhibition from the library but had not been provided with anything. He asked if the Council intended to provide any documentation.

The Leader reiterated that the process and rules around displays would be shared.

7. Mr Ashraf asked if all the correspondence on Gaza and Palestine, from any Councillor or Council Officer to any external organisation (including the national government,) could be sent to his email address. This should initially cover the period 7 October 2023 to the current day but then anything preceding that date. Mr Ashraf stated that he would provide a copy of his question to the Leader and to Governance for the sake of clarity as he did not feel his questions and answers were accurately minuted.

The Leader stated that this would not be possible as the Council did not have access to all correspondence sent by individual members. As such, this would also be outside the scope for a Freedom of Information request. As far as the Leader was aware, the Council had already published all the correspondence he as Leader and Councillor Alam had sent and received especially with the government. The Leader agreed to check this and provide correspondence if it was not already in the public domain.

In his supplementary question, Mr Ashraf asked if there were any UK laws that Rotherham Borough Council, Councillors or Council Officers were not subject to and if so, could details be provided.

The Leader answered no. The Council, Councillors and Council Officers were subject to the law in the same way as everyone else.

8. Ms Cartland-Ward asked a question in relation to the information provided at the Selective Licensing consultation meeting on 17 February at the Town Hall. She stated that there was a statement at that meeting saying that Masbrough was poor quality accommodation with 83% of properties failing on first inspection. Ms Cartland-Ward stated that she had been a good landlord, following Selective Licensing rules since it started 10 years ago. There had been no

context as to what the 83% represented. Ms Cartland-Ward asked if this was 83% of properties inspected, 83% of properties that had applied for a licence or 83% of all licensable properties?

Sam Barstow, Assistant Director of Community Safety and Street Scene confirmed that the 83% related to the properties that had been inspected and had failed. Failure meant the identification of category one or category two hazards. He confirmed that he would check the figures and get back to Ms Cartland-Ward in writing.

In her supplementary question, Ms Cartland-Ward stated that category two hazards were, in the main part, advisory and not failures. She also stated that in any Selective Licensing scheme, there would initially be failures over the first few years as it took time to implement changes. Ms Cartland-Ward confirmed that she had sent Councillor Allen and others an alternative proposal. She wanted Rotherham to be the number one Private Rented Sector area in the country. She asked why the 83% was still classed as failing if they had passed, been remediated or reinspected and fined for not applying the desired changes. She stated that the ones still failing now were surely the ones that had not previously been inspected. If this was the case, it felt like the Council was aiming to alienate landlords when some of them wanted to work with the Council, not against.

Sam Barstow stated that Ms Cartland-Ward was right in terms of the context where officers served those notices, particularly where those notices related to issues that were not of an advisory nature. Officers ensured that those issues had been rectified. However, the data suggested a significant level of failure across the properties in the particular areas as identified by officers during those first inspections. The Council was keen to continue to work with landlords and would consider in detail any alternative proposals such as the one submitted by Ms Cartland-Ward.

Ms Cartland-Ward urged the Council to reconsider putting good landlords through more Selective Licensing when it was likely new landlords that were failing.

9. Councillor Thorp asked why the Council were not acting more urgently in relation to Broom Lane crossing. It had been reported by MP's and ward members, but it seemed all the Council wanted to do was use funding from the cycle lane. Councillor Thorp had asked the question of SYMCA if they could use funding for the STRS. An answer had come back, not from SYMCA but from RMBC. Councillor Thorp asked, if the Council were not going to use the funding or not trying to get funding, what were they actually going to do quickly.

The Leader stated that the Council had been out to consultation and were considering a major programme of road traffic management, which included the cycle lane referenced. That would give the Council

the opportunity to potentially undertake a substantial piece of work, more than, for example, putting a signal control crossing in place. The Council needed to look at how it could fund that. It would be strange to put that work to one side and then try and find some money from somewhere else to do something separate. It made more sense to look at the bigger picture and take a more holistic approach given there was funding available to do that. There was a challenge, given the reported levels of poor driving in that area, what steps the community would support.

Simon Moss, Assistant Director of Planning, Regeneration and Transport explained that drivers failing to stop at zebra crossings such as the one at Broom Lane was a huge issue. As the matter had been raised as part of the consultation, improvements were being considered at that location. Simon Moss encouraged Councillor Thorp to engage in the next steps on that project in terms of public engagement. In the meantime, the Council continued to liaise with South Yorkshire Police with a view to attendance on the site to encourage improvements in driving standards.

In his supplementary question, Councillor Thorp reiterated that there was no urgency, and he believed that it would only become urgent when a child got knocked down and hurt or killed. He stated that Community Infrastructure Levy (CIL) funding could be used for the one crossing, and he asked if the Council would be prepared to look at that if it could be done quicker than the prolonged cycle lane extension.

The Leader did not rule it out but in order to use the CIL funding, the Council would need a scheme that was more worked up and this would take time. He also explained that this was not a simple matter of installing traffic lights because if people were willing to drive their cars into the school crossing warden and possibly kill them, they would be willing to drive through red lights. More decisive action was required to stop that behaviour and traffic in general needed to be slowed down. Forcing cars to drive slower and more sensibly would require bigger changes and more funding. The Council would continue its work looking at all the available options before making a decision on how big an intervention needed to be taken.

128. MINUTES OF THE PREVIOUS MEETING

Resolved: That the Minutes of the Cabinet meeting held on 10 February 2025 be approved as a true and correct record of the proceedings and signed by the Chair.

129. 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.

130. CONFIRMATION OF SUPPLEMENTARY PUBLIC HEALTH GRANTS FOR 2025/26 AND APPROVAL OF GRANT SPEND

Consideration was given to the report which provided an update on how the Supplementary Public Health Grant funding for substance misuse treatment and recovery and stop smoking and support had been spent during 2024/25. It also outlined the confirmation of allocations and changes to the supplementary grants for 2025/26. Approval was sought to delegate the 2025/26 spend to the Director of Public Health, in consultation with the Cabinet Member for Adult Care and Health, in line with the grant conditions and associated plans.

The Council had received Supplementary Public Health Grants as part of the governments strategies on Drugs and Alcohol, and Tobacco, respectively. Both Grants had specific conditions attached, including maintaining baseline Public Health Grant spend on the respective core services. The supplementary grants consisted of:

- Supplemental Substance Misuse Treatment and Recovery Grant (SSMTRG) – Rotherham allocation of £2,178,186.
- Inpatient Detoxification Grant (IPD) – Rotherham allocation of £64,077.
- Individual Placement Support Grant (IPS) – Rotherham allocation of £165,719.
- the Local Stop Smoking Services and Support Grant (LSSSSG) – Rotherham allocation of £398,587.

For 2025/26, the Office for Health Improvement and Disparities (OHID) had amalgamated several grants into a single Drug and Alcohol Treatment and Recovery Improvement Grant (DATRIG). The grants that would be consolidated which were received by Rotherham were SSMTRG and the IPD grant, with the IPS grant remaining as a standalone grant. Rotherham's allocation for the DATRIG had been confirmed as £2,242,263, which was the same as the combined amount received through the SSMTRG and IPD grants for 2024/25 with no uplift for inflation. The DATRIG grant priorities were broadly the same as those for SSMTRG. The renewed areas of focus were detailed in paragraph 1.7 of the report.

The 25/26 Grant Plan had been developed in consultation with the Rotherham Combatting Drugs Partnership (CDP) and was subject to an approval process from OHID. Whilst the DATRIG was made as part of a 10-year national strategy, this was a one year allocation and there was currently no certainty of funding beyond 2025/26.

Rotherham's 2025/26 allocation for the Individual Placement Support Grant was £165,719, giving an uplift on the 2024/25 allocation.

Resolved: That Cabinet:

1. Note the delivery of commitments for 2024/2025 and the impacts of those services for Rotherham.
2. Note the allocations and changes to the supplementary Public Health Grants for 2025/2026.
3. Approve the delegation to Director of Public Health, in consultation with the lead member for Adult Care and Public Health, for spend against the Drug and Alcohol Treatment and Recovery Improvement Grant (DATRIG) in line with grant conditions.
4. Approve the delegation to the Director of Public Health, in consultation with the lead member for Adult Care and Public Health, for the spend against the Local Stop Smoking Services and Support Grant (LSSSSG) for 2025/2026 in line with grant conditions.
5. Approve the delegation to the Director of Public Health, in consultation with the lead member for Adult Care and Public Health, for spend against the Individual Placement and Support Grant for 2025/26 in line with grant conditions.

131. MOVING ROTHERHAM PARTNERSHIP DELIVERY OF PLACE EXPANSION GRANT

Consideration was given to the report which provided an overview of the proposed Sport England investment for Rotherham as part of the Place Expansion programme. It also outlined key activities to be undertaken to expand opportunities for physical activity and develop the existing Moving Rotherham Partnership priorities.

Inactivity in Rotherham was greater than the national average, with almost 1 in 3 adults inactive. Improving physical activity levels across the population, with a particular focus on the least active, would reduce the health risks associated with prematurely developing long-term conditions and improve healthy life expectancy which contributed to wider economic benefits, such as a healthier workforce.

In 2023 Sport England committed to investing £250m over the next 5 years to expand its Place Partnerships to an additional 80. Sport England's focus for funding was:

- Increasing activity (increasing amount of time people spend being active)
- Decreasing inactivity (decreasing the proportion of population that are classed as sedentary/inactive.)
- Tackling inequality.
- Providing positive experiences for children and young people.

Rotherham had been identified as investment ready due to the acknowledgement of the successful work and partnerships already in place, with the Council being chosen as a partner in phase one of place expansion. This had resulted in the awarding of a £455k Development Award to Rotherham. The investment had the potential to significantly impact on the Moving Rotherham priorities noted in paragraph 1.6 of the report and positioned Rotherham as part of a selected group of local areas that received direct support from Sport England.

The investment from Sport England was in two phases: a development bid, and main award. The development bid was to help better understand the needs and priorities for physical activity in Rotherham ahead of a full award bid being submitted in early 2026. The themes that had been identified to progress the work were set out in paragraph 2.3 of the report with the bid proposals set out in paragraph 2.4. The spend proposals were outlined in paragraph 2.5.

Delivery of the bid elements would additionally enable the partnership to expand its work across the 4 active priorities in areas not directly funded by the grant. Work would include greater reach to inactive people, with additional work to focus on community development, supported by Yorkshire Sport Foundation, and building a stronger disability network to support those with greater barriers to accessing physical activity. It also enhanced the existing work within the Culture, Sport and Tourism service, particularly with local sports providers, such as community sports clubs and voluntary organisations. It would contribute to the development of leisure facilities and green and blue space infrastructure. It aligned to the Children's Capital of Culture programme delivery, supporting a wider range of young people's active opportunities as defined by them.

During the meeting it was noted that this was positive news since there were acute challenges regarding inactivity across the borough. Members were supportive of the links to the Children's Capital of Culture programme.

Resolved:

That Cabinet:

1. Approve spending of the Sport England Place Expansion grant in line with Sport England grant conditions and the development bid proposal outlined in this report.

2. Note the ambitions of the Moving Rotherham Partnership beyond the Sport England grant.

132. EARLY HELP STRATEGY: FAMILY HELP IN ROTHERHAM YEAR 1 UPDATE

Consideration was given to the report which provided an update on the progress made in year 1 of the Early Help Strategy: Family Help in Rotherham 2024-2029. The Strategy was developed in response to legislative change. Working Together to Safeguard Children 2023 (Working Together) gave every practitioner working in a multi-agency system clarity about what was required of them individually and how they needed to work in multi-agency partnerships to deliver effective services, support and help to children and their families.

The Strategy described three areas of support for children and families. These were Universal and Community Family Help; Focused Family Help; and Specialist Family Help. In line with the new government direction, the Council had adopted the use of the term 'Family Help' as reflected in the Strategy. Going forward, unless referring to documents named under the previous naming configuration, Family Help would be the used term.

A five-year Delivery Plan accompanied the Strategy as a roadmap to achieving the three areas of support for children, young people and families. Phase 1 (2024/25) was titled "Design" and the objectives included:

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

Significant progress had been achieved against Phase 1 in year one of the five-year Delivery Plan and progress updates against each of the design objectives were included in the report.

In November 2024, the Government published 'Keeping Children Safe, Helping Families Thrive'. This policy statement set out the Government's ambitious approach to rebalancing the children's social care system toward earlier intervention through Family Help and strengthened multi-agency child protection - alongside other efforts to support children to live with kinship carers or in fostering families and fix the broken care market. The Families First Partnership Programme: Initial guidance document

(which would be followed by published guidance in spring 2025) was the first step in confirming the expectations for the national reforms. The guidance was intended to support Local Authorities and partners to start developing plans for April 2025 and beyond. The expectation for the next year was that Local Authorities and partners will focus primarily on transformation. A number of considerations were encouraged as detailed in paragraph 1.13 of the report.

During the meeting the establishment of a single assessment tool, called a Family Assessment of Need (FAN), was highlighted. This would be used across a child's journey and would be built on as the needs of the family changed. It would be accessed and jointly overseen by all agencies working with the family and would mean families only had to detail their circumstances once.

As Cabinet Member for Children and Young People, Councillor Cusworth stated that she was very pleased with the progress in the first year of the Strategy.

Resolved:

That Cabinet:

1. Note the progress made in year one of the Early Help Strategy: Family Help in Rotherham 2024 – 2029 Delivery Plan.
2. Note the minimum expectations detailed in The Families First Partnership Programme: Initial guidance document issued in December 2024.
3. Are provided with a further update, and refreshed action plan in autumn 2025, once future government guidance is received.

133. RESPONSE TO OUTCOMES FROM THE OVERVIEW AND SCRUTINY MANAGEMENT BOARD RELATING TO THE CHILDREN'S COMMISSIONER'S TAKEOVER CHALLENGE - HEALTH AND WELLBEING

Consideration was given to the report which provided Cabinet's response to the findings and recommendations of the Scrutiny Review – OSMB Children's Commissioner's Takeover Challenge – Health and Wellbeing. The Takeover Challenge took place on 17 October 2024 and the recommendations were formed by a review group consisting of members of Overview and Scrutiny and members of the Youth Cabinet. These recommendations were presented to Cabinet on 14 January 2025 and Cabinet agreed to provide a response.

The recommendations were set out in section 2.1 of the report and related to Vaping, Mental Health, Physical Activity and Healthy Eating. 12 of the recommendations had been accepted and Appendix 1 set out further

detail on how the recommendations had been or would be actioned. Where the recommendations were made for schools, the Council would only be able to accept the recommendation on behalf of maintained schools.

Recommendation 5 was that consideration be given to how the provision of a dedicated youth space for young people could be achieved, for example, a development of a space similar to the Barnsley Youth Zone. This would require significant capital and revenue investment that was beyond the Council's capabilities at present. It would also mean that all the Council's resource was centred in one area and not distributed across the Borough. Therefore, this recommendation was not accepted at this time.

Members of the Children and Young People's Partnership Board had suggested they would like to support the development of a strategy creating and communicating 'youth zones' for young people across the Borough, including dedicated digital spaces in libraries, youth clubs and 'safe spots'. These requests would be presented to the Rotherham Together Partnership for consideration and allocation to relevant agencies to progress.

The Chair of the Overview and Scrutiny Management Board was pleased that the vast majority of recommendations had been accepted and placed on record his thanks to the Youth Cabinet for their work.

Resolved:

That Cabinet approve the response to the recommendations, as detailed in Appendix 1, and note the report.

134. MODERN SLAVERY TRANSPARENCY STATEMENT - ANNUAL REFRESH

Consideration was given to the report which provided the annual update in relation to activities of the Council and its partners in seeking to both address and prevent modern slavery. The refreshed draft Modern Slavery Transparency Statement 2025/26, attached at Appendix 1 to the report, was also presented for consideration and approval prior to publication.

On 1 November 2022, the Council's Overview and Scrutiny Management Board (OSMB) held a 'Spotlight Review' into the Council's and partners responses to tackling Modern Slavery and Human Trafficking in Rotherham. This was supported by a wide range of partners. The findings and recommendations from the review were considered, approved, and incorporated into the current Modern Slavery Action Plan, attached to the report at Appendix 2.

The changes to the 2025/26 Modern Slavery Transparency Statement compared to the 2024/25 statement were detailed in paragraph 1.3 of the report. A range of activities had been delivered in accordance with the established action plan and these included:

- Staff within the procurement team undertook the Chartered Institute of Procurement and Supply (CIPs) ethical procurement and supply training as required in the Co-op Parties Charter for modern slavery in 2018 when the charter was adopted.
- Rotherham Safeguarding Adults Board had commissioned four 'Trafficking and Modern Slavery' training courses that were delivered to 48 professionals from across the partnership.
- As part of Safeguarding Awareness Week, 18 – 22 November 2024, bespoke modern slavery training was delivered to 54 professionals from a cross section of agencies.
- Training was also delivered to 450 members of the health service, including General Practitioners, Nurses and other medical professionals at an open learning event held on 14 November 2024 at the Magna Science Adventure Centre.
- During October 2024, Modern Slavery and Human Trafficking awareness raising information has been distributed to social landlords within the Councils Selective Licensing Scheme.
- As a result of work with the South Yorkshire Police Modern Slavery and Organised Immigration Crime Team, reporting pathways had been further improved with the introduction of an electronic reporting template available to partners.
- The Rotherham Safeguarding Children Partnership Manual was updated in December 2024 and now explicitly identified modern slavery and human trafficking and presented a pathway response when the risk was identified within children's services.
- The Council had 8 employees from across directorates who had received the necessary training to be successful in becoming modern slavery Single Point of Contact Officers (SPOCs).

Between April 2022 and December 2024, a total of 126 referrals from Rotherham were made by the Council and other First Responder Organisations to the National Referral Mechanism. All referrals were reported to the Safer Rotherham Partnership Board via the Performance Management framework.

Good progress had been made in respect of the actions within the existing action plan, with the majority of actions now fully completed. Work would now progress through the Modern Slavery Steering Group on the development of a revised action plan, including new, appropriate actions to enable further progression and improvements throughout 2025/26.

The report was considered by the Overview and Scrutiny Management Board (OSMB), who advised that the recommendations be supported. OSMB had requested confirmation in relation to action 1C 'to the public and targeted businesses such as letting agencies' in the Modern Slavery

Steering Group Action Plan, as to whether the training for taxi drivers had taken place and if not when it was scheduled for.

Resolved:

That Cabinet:

1. Note the progress made to date.
2. Approve the Modern Slavery Transparency Statement 2025/26 and its publication on the Council's website.

135. HOUSING CAPITAL PROGRAMME 2025-29

Consideration was given to the report which sought approval for the Housing Revenue Account (HRA) Capital Programme for 2025-29. Key areas of focus included improving council homes, providing aids and adaptations, and acquiring and building new council homes. The report summarised the investment that had taken place or was planned to take place during 2024-25, provided an outline four-year Capital Programme (2025-26 to 2028-29) and a detailed programme for 2025-26.

The total planned HRA capital investment in the years 2025-26 to 2028-29 was £290.906m. This sum had been modelled and included with the 2025-26 HRA Business Plan that was approved by Council on the 15 January 2025. The table at Appendix 1 set out the proposed programme, which was split into four areas:

- (a) Improving council homes and estates
- (b) Providing aids and adaptations
- (c) Delivering new council homes (Housing Delivery Programme)
- (d) Investing in IT to support digital transformation

Appendix 3 to the report set out the Improving Homes and Estates budget detail; Appendix 4 set out the Public Aids and Adaptation budget detail and Appendix 5 set out the Housing Delivery Programme budget detail.

The Council was working with an external contractor to undertake a programme of stock condition surveys to 100% of properties over the next three years. A pilot programme of surveys commenced in early February with the full project due to ramp up from April. The outcome of the stock condition survey would inform the evolution of the Capital Programme and in particular the investment required to ensure the Council's housing stock met the Decent Homes Standard.

The detailed 2025-26 programme was attached to the report at Appendix 2. The programme included continued delivery of phased external projects (e.g. roofing schemes) across the borough including, in Catcliffe, East Herringthorpe, Thurcroft, Richmond Park, West Melton and Maltby.

The programme also included a major rewiring project at Wharnccliffe flats, the renewal of approximately 1,700 boilers and 200 kitchens or bathrooms. The programme also included £2m for larger planned repairs for example repairs to paths, paving and boundary walls, plastering and pointing. There was also £2m for ventilation works, which formed part of a wider investment package to help prevent and mitigate damp and mould within properties. The programme also included £6.5m for major refurbishments to properties that became empty and were due to be re-let to a new tenant.

In addition to this there was £1.8million which would see works being undertaken to improve the thermal efficiency of assets which would result in more properties reaching EPC Band C. This could be increased as Rotherham Council had received an £8.8 million grant under the Warm Homes: Social Housing Fund Wave 3.

The proposed Capital Programme included £121m to support the Council's Housing Delivery Programme. This included £88m to deliver the existing pipeline of projects to achieve 1,000 new council homes by summer 2027, alongside a further £33m to ensure the continuation of the Housing Delivery Programme beyond 2027. This programme of activity would continue to deliver much needed affordable housing within the borough while increasing rental income to the HRA and helping to reduce the impact of Right to Buy on council housing stock levels. The programme assumed delivery of approximately 440 units across the 4 workstreams:

- New build
- S106 Acquisitions
- Market Acquisitions
- Small Sites Homebuilding Initiative

Resolved:

That Cabinet:

1. Approve the four-year outline Housing Revenue Account Capital Programme 2025-26 to 2028-29 with total planned investment of £291m broken down into the following areas of investment:
 - Improving homes and estates £154.1m
 - Aids and adaptations to Council homes £13.2m
 - Housing Delivery Programme £121m
 - IT and digital transformation £2.6m
2. Approve the detailed 2025-26 Housing Revenue Account Capital Programme with total planned investment of £73m broken down into the following areas of investment:

- Improving homes and estates £33.1m
- Aids and adaptations to Council homes £3.3m
- Housing Delivery Programme £36m
- IT and digital transformation £0.5m

136. UK SHARED PROSPERITY FUND (UKSPF) 2025/26

Consideration was given to the report which set out proposals and recommendations for the use of Rotherham's UK Shared Prosperity Fund (UKSPF) £3.28 million allocation in 2025/26. A transitional year allocation, this built upon the £7.2m of UKSPF that the borough received over three years from April 2022 to March 2025 and preceded the integrated settlement due to be in place for South Yorkshire from April 2026.

For the transitional year of funding, the proposed approach was to:

- maintain delivery of key business support and skills projects prior to the introduction of an integrated settlement from 2026/27.
- continue to support community-based projects across Rotherham, including events and Open Arms one-stop-shop advice sessions.
- provide ongoing support for Children's Capital of Culture during this festival year.
- fund other projects that reflect current priorities for Rotherham, including initiatives to rejuvenate the town centre.

There was no match funding requirement for UKSPF, but the outlined approach would complement budget investments that sought to create an inclusive economy and support residents with the high cost of living. Projects would support Rotherham businesses to start up and grow, enable people to develop their skills and achieve their aspirations, improve the town centre offer and increase footfall, and provide local help and advice in the communities where it was most needed.

Consideration had also been given to the deliverability of projects, bearing in mind that this was a one-year allocation. Most of the projects were therefore continuations from the current programme. A summary of the proposals for each theme was set out in the report, with a more detailed breakdown included at Appendix 2 and an overall financial summary provided in Appendix 1.

Following endorsement of the overall programme by Cabinet, it was proposed that the final and revised allocations for individual projects be approved by the Assistant Chief Executive in consultation with the Leader of the Council. This included use of the unallocated capital funding of £62,500 and unallocated revenue funding of £127,143.

During the meeting the Leader confirmed that the Council were urging the government to continue a similar form of funding going forward.

Resolved:

That Cabinet:

1. Endorse the projects for submission to South Yorkshire Mayoral Combined Authority for award of UKSPF for 2025/26 as follows:

- a) Local Business Support

- i) £945,256 for sub-regional business support supporting three strands of Launchpad (start-up support), Productivity and Low Carbon.
- ii) £390,000 (£270,000 capital) for shop unit grants and market improvements.
- iii) £137,667 for social value to increase opportunities for local businesses and ensure delivery against commitments.

- b) People and Skills

- i) £444,985 for a skills programme incorporating Ambition (children and young people), Core Skills (community-delivered basic skills training) and Advance (support to progress in work).
- ii) £275,000 for Children's Capital of Culture to extend the traineeship programme.

- c) Communities and Place

- i) £200,000 for Children's Capital of Culture, to provide additional capacity during the festival year, supporting ongoing programme development and delivery, as well as marketing and design costs.
- ii) £255,000 for Events, delivering a wide-ranging programme of events and festivals in the town centre.
- iii) £359,549 for community-based support, including ongoing delivery of local advice sessions and engagement events through Open Arms Rotherham, and further funding for Reaching Out (£30,000) - strengthening connections with Rotherham's diverse communities.
- iv) £86,000 (capital) for Active Lives, providing match funding to enable delivery of a multi-use games area.

2. Agree to delegate authority to the Assistant Chief Executive in consultation with the Leader of the Council to determine revised and final allocations for the UK Shared Prosperity Fund. This is to include provision for other eligible actions within the use of the fund should it not be possible to achieve full spend of the grant through the allocations above.

137. TRANSPORT CAPITAL PROGRAMME 2025/2026

Consideration was given to the report which detailed the Transport Programme for the upcoming 2025-26 financial year for both revenue and capital, including its funding sources and programme areas, and explained how projects would be managed within them. In July 2022, the Department for Transport (DfT) confirmed a new round of funding called the City Regions Sustainable Transport Settlement (CRSTS). This funding was distributed to Local Transport Authorities within Combined Authority areas for a funding period from 2022-2027. The DfT had allocated £570 million to South Yorkshire, of which a total of £72.4 million capital was designated for schemes in Rotherham.

The funding included a £6 million allocation over the 5-year period (2022-2027) for a Local Neighbourhood Complementary Transport Programme (LNCTP) that was intended to support localised transport improvements, including the Local Neighbourhood & Road Safety schemes and specific interventions, such as pedestrian crossings and minor works. The report considered the LNCTP funding that remained to be allocated in the 2025-26 financial year.

There was also an additional allocation of £426,400 for highway structures asset maintenance. This was part of the separate CRSTS Network Asset Maintenance block funding. Further, Rotherham Council had been invited to bid for Active Travel Fund tranche 5 (ATF5), as part of a wider South Yorkshire Mayoral Combined Authority bid. It was not confirmed if this bid was successful at the time of writing the report; approvals were sought subject to that bid being successful so as to allow work to commence promptly.

The report reflected on some of the successes from the previous year. Most notably, Rotherham was the first of the four South Yorkshire authorities to complete its Transforming Cities Fund programme. Additionally, the Council had delivered two highway structure projects and had delivered three new pedestrian crossings.

The report was considered by the Overview and Scrutiny Management Board (OSMB), who advised that the recommendations be supported. OSMB had requested further information on the process of how new crossings were assessed and prioritised.

Resolved:

That Cabinet:

1. Approve the schemes and allocations of funding outlined in Section 2 of this report.
2. Delegate authority to the Strategic Director, Regeneration and Environment, in consultation with the Cabinet Member for Transport, Jobs and the Local Economy, to determine the type and location of pedestrian crossing to be designed per paragraph 2.2.4 following the prioritisation process.
3. Approve the rep profiling of £175,000 previously allocated to the Collision Investigation & Prevention workstream, to enable these funds to be allocated, subject to subsequent Cabinet decision, in the 2026/27 Transport Capital Programme as set out in paragraphs 2.2.11 and 2.2.12.
4. Delegate authority to the Strategic Director, Regeneration and Environment, in consultation with the Cabinet Member for Transport, Jobs and the Local Economy, to determine the schemes to be delivered with the Structures and Minor Works allocations.
5. Delegates authority to the Strategic Director, Regeneration and Environment, in consultation with the Cabinet Member for Transport, Jobs and the Local Economy, to determine new schemes for delivery in Rawmarsh West and Wath wards, within budgets approved in March 2024, as part of tranche 2 of the Local Neighbourhood and Road Safety programme.

138. LICENSING ACT 2003 - STATEMENT OF LICENSING POLICY

This item was deferred to the next meeting of Cabinet which would take place on Monday 14 April 2025.

139. 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.

THE CABINET - 17/03/25

140. DATE AND TIME OF NEXT MEETING

Resolved:-

That the next meeting of the Cabinet be held on Monday 14 April commencing at 10.00am.

Committee Name and Date of Committee Meeting

Council – 09 April 2025

Report Title

Overview and Scrutiny Management Board Update – April 2025

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)

Barbel Gale, Governance Manager
01709 807665 or barbel.gale@rotherham.gov.uk

Natasha Aucott, Governance Advisor
01709 255601 or natasha.aucott@rotherham.gov.uk

Kerry Grinsill-Clinton, Governance Advisor
01709 807267 kerry.grinsill-clinton@rotherham.gov.uk

Ward(s) Affected

Borough-Wide

Report Summary

In accordance with the Overview and Scrutiny Procedure Rules, this report provides an update to Council of the activities and outcomes of Overview and Scrutiny activity at the Council.

It summarises the work carried out by the Overview and Scrutiny Management Board (OSMB) and the Select Commissions - Health (HSC), Improving Lives (ILSC) and Improving Places (IPSC).

Recommendations

That Council receive the report and note the position.

List of Appendices Included

- Appendix 1 OSMB Work Programme
- Appendix 2 HSC Work Programme
- Appendix 3 ILSC Work Programme
- Appendix 4 IPSC Work Programme

Background Papers

Constitution of the Council, Appendix 9 – Responsibility for Functions, Section 5 –
Terms of Reference for Committees, Boards and Panels

Consideration by any other Council Committee, Scrutiny or Advisory Panel

None.

Council Approval Required

No

Exempt from the Press and Public

No

Overview and Scrutiny Management Board Update - April 2025

1. Background

- 1.1 The Overview and Scrutiny Procedure Rules require a regular update to Council on the activities of the Overview and Scrutiny function.
- 1.2 The Overview and Scrutiny Management Board Annual report was presented to Council in September 2024 and provided an overview of the operation of the overview and scrutiny select commissions.
- 1.3 A further update was provided to Council in January 2025, outlining scrutiny activities in the municipal year to date at that time.

2. Key Issues

- 2.1 This report is intended as a summary of highlights and outcomes since the January update and is an indicative rather than definitive account of recent scrutiny work, which aims to hold the Council and key partners to account for decision-making, policy development, and performance. The report summarises information that is already in the public domain regarding progress, changes, or improvements resulting from recommendations and feedback provided by councillors on scrutiny committees. These include Health Select Commission, Improving Lives Select Commission, Improving Places Select Commission, and Overview and Scrutiny Management Board.
- 2.2 Although this report emphasises outcomes, it should be noted that scrutiny is chiefly a discursive process rather than a product. For further insight into the process of overview and scrutiny, the archive of public meetings webcasts, reports submitted for scrutiny, and minutes of discussions leading to recommendations are available on the Council's website.
- 2.3 The following principles were endorsed by OSMB at its meeting of 5 July 2023, as criteria to support the long/short listing of each of the commission's respective priorities:

Establish as a starting point:

- What are the key issues?
- What is the outcome that we want?

Agree principles for longlisting:

- Can scrutiny add value or influence?
- Is it being looked at elsewhere?
- Is it a priority – council or community?

Developing a consistent shortlisting criteria e.g.

- T** : Time: is it the right time, enough resources?
- O** : Others: is this duplicating the work of another body?
- P** : Performance: can scrutiny make a difference
- I** : Interest – what is the interest to the public?
- C** : Contribution to the Council plan

3. Overview and Scrutiny Management Board – Update on activity:

3.1 Pre-decision Scrutiny:

3.1.1 Since January 2025, the Overview and Scrutiny Management Board in its pre-decision scrutiny work, has examined the following reports and made recommendations in advance of them being considered by Cabinet:

- Council Plan and Year Ahead Delivery Plan Progress Update
- November 2024-25 Financial Monitoring Report
- Budget and Council Tax Report 2025-26
- Modern Slavery Transparency Statement - Annual Refresh
- Transport Capital Programme 2025-2026
- Licensing Act 2003 - Statement of Licensing Policy

3.2 Other Scrutiny work:

3.2.1 The Overview and Scrutiny Management Board has also carried out other scrutiny work based on its Work Programme for 2024-25, which is attached as Appendix 1.

3.2.2 The Work Programme for the Overview and Scrutiny Management Board, as always, covers a diverse range of topics within its remit.

3.2.3 Since January 2025, the Overview and Scrutiny Management board has scrutinised reports and made recommendations on:

- Call-in – Cabinet 16/12/2024 – Item 10 - Waste Collections Policy
- Medium Term Financial Strategy Update
- Home to School Transport Budget pressures / mitigations Update
- Waste Collections Policy - Update
- Call-in - Cabinet 10 February 2025 - Item 12 - Strategic Community Infrastructure Levy

3.3 Sub and Project Group work:

3.3.1 In addition to the scrutiny activity carried out in the Overview and Scrutiny Management Board meetings, since January 2025 members have either carried out or are in the process of carrying out work on:

- Spotlight Review - Grass Cutting / Ground Maintenance: Members have come forward to be part of the review. The Governance Manager is to schedule the initial meeting.

- OSMB - Spotlight review into life-saving equipment: Members have now come forward to take part in this review. The Governance Manager is to schedule the initial meeting.

4. Health Select Commission – Update on activity:

4.1 Scrutiny work:

4.1.1 Since January 2025, the Health Select Commission (HSC) has scrutinised the following reports and made recommendations in line with its Work Programme for 2024/25 which is attached at Appendix 2:

- Sleep Pathways
- Adult Social Care Commissioning Update
- Adult Contact Team Referral Process
- The NHS 18-Week Waiting Time Challenge

At the time of writing, the Health Select Commission is imminently due to scrutinise the following:

- Adult Mental Health Pathway

4.1.2 The Work Programme for the Health Select Commission covers a diverse range of topics within its remit. It also draws on items referred to it for attention by the South Yorkshire, Derbyshire and Nottinghamshire Joint Health Overview and Scrutiny Committee (JHOSC), where the Health Select Commission is represented by its Chair.

4.2 Sub and Project Group work:

4.2.1 In addition to the scrutiny activity carried out in the Health Select Commission meetings, since January 2025 members either have carried out or are in the process of carrying out work on:

- The Access to Contraception Review

This work has included site visits and evidence gathering drawing on the following sources:

- MESMAC
- GP Services
- RMBC's Public Health Team
- SY ICB
- Early Help
- Youth groups
- TRFT

The resulting report and recommendations are due to be presented to the full Commission at its 1 May 2025 meeting.

- The Access to NHS Dentistry Review
This review has been fully scoped, members of the Working Group have been identified and those members have received relevant background information and papers to assist them in conducting the review and achieving its objectives. Further work will move forward following the conclusion of the Access to Contraception Review.

4.3 Other Activities

4.3.1 In addition to the public scrutiny and sub and project group work outlined at 4.1 and 4.2 above, the following has taken place, or is in the process of being undertaken:

- Members attended the Prevention Matters Session and received a bespoke follow-up briefing to assist with development of the 2025/26 municipal year work programme, giving due regard to the contents of the Prevention Matters Session in conjunction with the Director of Public Health's Annual Report.
- Members attended the Committee Charing Skills Member Session, to create a wider pool of individuals with the knowledge and skills to lead either the Commission itself or agreed reviews and sub/project group work.
- Members received a briefing regarding Open Arms headline data, activities and future plans, following a request for further information arising from the November 2024 'Place Partners Winter Planning' agenda item.
- Members are scheduled to attend the Rotherham JSNA/Data Hub Session to further support the development of the 2025/26 Health Select Commission Work Programme aligned to the Council's Strategic Objectives as they relate to the Commission's remit.
- Members are Scheduled to receive an in-person briefing relating the relocation of the Lung Clinic to Rotherham Hospital delivered by the South Yorkshire Cancer Alliance.

5. **Improving Lives Select Commission – Update on activity:**

5.1 Scrutiny work:

5.1.1 Since January 2025, the Improving Lives Select Commission (ILSC) has scrutinised the following reports and made recommendations in line with its Work Programme for 2024/25, which is attached at Appendix 3:

- Special Educational Need and Disabilities (SEND) Ofsted Inspection Outcomes
- The Family Help Proposal

- The Rotherham Safeguarding Children's Partnership Update, following the changes presented to Cabinet in November
- The Rotherham Kinship Care Offer
- A Youth Justice Service Update.

At the time of writing, the Improving Lives Select Commission is imminently due to scrutinise the following:

- The Domestic Abuse Strategy Update and Progress.

5.2 Sub and Project Group work:

5.2.1 In addition to the scrutiny activity carried out in the Improving Lives Select Commission meetings, since January 2025 members either have carried out or are in the process of carrying out work on the following:

- An additional consultation engagement session was held with members of the Commission with the Access to Education Team on the 28th February 2025. The Team worked with members to capture their feedback into the revision of the Elective Home Education Policy Review. The revised policy will be presented back to the Commission once it is drafted.
- An additional workshop has been arranged on the 1 May 2025, for the Commission to scrutinise two updates on the following items:
 - Prevent Update
 - Keeping Children Safe in Education.
- Work has begun to scope a review on “Trauma and Children Missing Education”, which was proposed by a member of the Commission. A session has been arranged in April for members to further scope the detail of the proposed review.

6. **Improving Places Select Commission – Update on activity:**

6.1 Scrutiny work:

6.1.1 The Improving Places Select Commission (IPSC) has carried out the following scrutiny work based on its Work Programme for 2024/25, which is attached as Appendix 4.

6.1.2 Since January 2025, the IPSC has scrutinised reports and made recommendations on:

- Bereavement Services Annual Report
- Flooding Alleviation Update
- Thriving Neighbourhoods Annual Report 2023/2024

- Overview of the portfolio of the Cabinet Member for Finance & Safe and Clean Communities
- Rotherham Gateway (Mainline and Tram Train) Station
- Tenant Scrutiny report: How Rotherham Council supports new tenants
- Climate Emergency Annual Report 2025

6.2 Sub and Project Group work:

- 6.2.1 In addition to the scrutiny activity carried out in the IPSC meetings, members are in the process of carrying out the following work:
- Consideration of the 2025-28 Housing Strategy – Members considered this at a workshop on 12 December.
 - Spotlight Review - School Road Safety and Street Motion: The initial scoping meeting for this view has taken place and additional information is being sought as a result before the next meeting is scheduled.

7. Options considered and recommended proposal

- 7.1 The report is submitted for information.

8. Consultation on proposal

- 8.1 The report is submitted for information.

9. Timetable and Accountability for Implementing this Decision

- 9.1 The report is submitted for information.

10. Financial and Procurement Advice and Implications

- 10.1 There are no financial or procurement implications directly arising from this report.

11. Legal Advice and Implications

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

12. Human Resources Advice and Implications

- 12.1 There are no Human Resource implications directly arising from this report.

13. Implications for Children and Young People and Vulnerable Adults

- 13.1 There are no implications for Children, Young People, or Vulnerable Adults directly arising from this report.

14. Equalities and Human Rights Advice and Implications

- 14.1 There are no equalities or human rights implications directly arising from this report.

15. Implications for CO₂ Emissions and Climate Change

- 15.1 There are no climate or emissions implications directly arising from this report.

16. Implications for Partners

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

17. Risks and Mitigation

- 17.1 There are no risks directly arising from this report.

Accountable Officer(s)

Emma Hill, Head of Democratic Services and Statutory Scrutiny Officer

Approvals obtained on behalf of:

	Name	Date
Chief Executive	Sharon Kemp OBE	01/04/25
Strategic Director of Finance & Customer Services (S.151 Officer)	Rob Mahon	26/03/25
Assistant Director of Legal Services (Monitoring Officer)	Phillip Horsfield	27/03/25
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	Jo Brown, Assistant Chief Executive	20/3/25
Consultation undertaken with the relevant Cabinet Member	N/A	

Report Authors:

Barbel Gale, Governance Manager
01709 807665 or barbel.gale@rotherham.gov.uk

Natasha Aucott, Governance Advisor
01709 255601 or natasha.aucott@rotherham.gov.uk

Kerry Grinsill-Clinton, Governance Advisor
01709 807267 kerry.grinsill-clinton@rotherham.gov.uk

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

This page is intentionally left blank

Overview and Scrutiny Management Board – Work Programme 2024-25**Chair: Councillor Brian Steele****Vice-Chair: Councillor Joshua Bacon****Governance Manager: Barbel Gale****Link Officer: Jo Brown**

The following principles were endorsed by OSMB at its meeting of 5 July 2023 as criteria to long/short list each of the commission's respective priorities:

Establish as a starting point:

- What are the key issues?
- What is the outcome that we want?

Agree principles for longlisting:

- Can scrutiny add value or influence?
- Is it being looked at elsewhere?
- Is it a priority – council or community?

Developing a consistent shortlisting criteria e.g.

- T: Time: is it the right time, enough resources?
- O: Others: is this duplicating the work of another body?
- P: Performance: can scrutiny make a difference
- I: Interest – what is the interest to the public?
- C: Contribution to the corporate plan

Meeting Date	Agenda Item
05-Jun-24	Special Educational Needs and Disabilities (SEND) Strategy (listed as Item 8 on the Cabinet Agenda) Finance Update (listed as Item 9 on the Cabinet Agenda)
24-Jul-24	Referral from Council to OSMB - Petition "Rotherham's Commitment to a Permanent Ceasefire and To Promote Peace in Palestine and in the Region" Council Plan & Year Ahead Delivery Plan Progress Update - Pre-decision Scrutiny Financial Outturn 2023-2024 - Pre-decision Scrutiny Dinnington Levelling up Progress Report - Pre-decision Scrutiny
10-Sep-24	Scrutiny Review Recommendations - Preparation for Adulthood July 2024-25 Financial Monitoring - Poss. Pre-decision Future Rothercare Model - Poss. Pre-decision Scrutiny Annual Report 2023/24 Boroughwide & Town Centre/Clifton Park Public Space Protection Order - Poss. Pre-decision Scrutiny Annual Report 2023/24
09-Oct-24	Future Rothercare Model - Pre-decision scrutiny Work Programme Work in progress from Select Commissions Forward Plan of Key Decisions
17-Oct-24	Children's Takeover Challenge - Children's Health and Wellbeing

Additional Meeting (5pm - 7pm)	(single item agenda)
Monday 4 November 2024	Planning Enforcement: A meeting with Chair of OSMB, Cabinet Member for Transport, Jobs and the Local Economy, Chair of Planning Board, and Development Manager - South Team & Enforcement to discuss the strategy for planning enforcement, specifically the measurements for success and current statistics.
13-Nov-24	<p>Complaints Annual Report (including Housing Process) Safer Rotherham Partnership Annual Report</p> <p>Response from Cabinet 16 September 2024 to the Scrutiny Review Recommendations – Referral from Council to Overview and Scrutiny Management Board (OSMB) - Petition "Rotherham's Commitment to a Permanent Ceasefire and To Promote Peace in Palestine and in the Region"</p> <p>Looked After Children (LAC) Sufficiency Update (including the residential development progress update) - Pre-decision Temporary Accommodation Policy - Pre-decision Housing Repairs and Maintenance Policy - Pre-decision</p>
11-Dec-24	<p>Children's Commissioner's Takeover Challenge – Health and Wellbeing HRA Business Plan, Rent Setting and Service Charges 2024-25 - Poss. Pre-decision</p>
14-Jan-25	<p>Mid Year Council Plan and Year Ahead Delivery Plan Progress Report - Poss. Pre-decision November 2024/25 Financial Monitoring Report Call-in - Waste Collections Policy Leader Q&A - to be scheduled after Council plan on the agenda.</p>
05-Feb-25	<p>MTFS Presentation Budget and Council Tax Report - Pre-decision Home to School Transport Budget pressures / mitigations Update (Moved from December) Forward Plan of Key Decisions</p>
12-Mar-25	<p>Modern Slavery Transparency Statement - annual Refresh - Poss. Pre-decision Transport Capital Programme 2025/2026 - Poss. Pre-decision Licensing Act 2003 - Statement of Licensing Policy & Cumulative Impact Policy - Poss. Pre-decision Waste Collections Policy - Update Climate Emergency Annual Report Call-in - Cabinet 10/2/25 - Item 12 - Strategic Community Infrastructure Levy Forward Plan of Key Decisions</p>
08-Apr-25	<p>Agreement of the borough's Household Support Fund allocation for 2025/26 Economic Inactivity Trailblazer Licensing Act 2003 - Statement of Licensing Policy Leader Q&A</p>

	Work Programme Work in progress from Select Commissions Forward Plan of Key Decisions
--	---

07-May-25	South Yorkshire Fire and Rescue's draft Community Risk Management Plan 2025-2028 Council Plan 2025 - 2028 & New Year Ahead Delivery Plan - Poss. Pre-decision Social Value Annual Report - Poss. Pre-decision Work Programme Work in progress from Select Commissions Forward Plan of Key Decisions
-----------	--

Substantive Items for Scheduling

Nov-25	Leader Q&A - to be scheduled after Council plan on the agenda.
Feb-26	Question and answer session, Mayor Coppard, South Yorkshire Combined Mayoral Authority.

Reviews for Scheduling

January / February 2025 - In progress	A spotlight review into life-saving equipment and related byelaws - as agreed by OSMB at it's meeting on 10 May 2023 (https://modgov-p-db1.rotherham.gov.uk/ieListDocuments.aspx?CId=894&MID=15772#AI96184) linked to the Byelaws/Life Saving Equipment motion (Council 30/11/22 https://modgov-p-db1.rotherham.gov.uk/mgAi.aspx?ID=95268)
Initial discussions taking place	Spotlight Review - Agency Staff
Initial discussions taking place	Spotlight Review - Grass Cutting / Ground Maintenance

Items to be Considered by Other Means (e.g. off-agenda briefing, workshop etc)

--	--

Items for Future Consideration

TBC	Community Infrastructure Levy
TBC	Major Capital Projects (delays, project scaling back)
Apr-26	Future Rothercare Model

This page is intentionally left blank

Health Select Commission – Work Programme 2024-2025

Chair: Cllr Keenan

Governance Advisor: Kerry Grinsill-Clinton

Vice-Chair: Cllr Yasseen

Link Officer: Scott Matthewman

The following principles were endorsed by OSMB at its meeting of 5 July 2023 as criteria to long/short list each of the commission's respective priorities:

Establish as a starting point:

- What are the key issues?
- What is the desired outcome?

Agree principles for longlisting:

- Can scrutiny add value or influence?
- Is this being looked at elsewhere?
- Is this a priority for the council or community?

Developing a consistent shortlisting criteria e.g.

- T: Time: is it the right time, enough resources?
- O: Others: is this duplicating the work of another body?
- P: Performance: can scrutiny make a difference
- I: Interest: what is the interest to the public?
- C: Contribution to the corporate plan

Meeting Date	Agenda Item
20-Jun-24	Introduction and overview from Ben Anderson, Director of Public Health, RMBC Nominate representative to the Health, Welfare and Safety Panel
25-Jul-24	Introduction and overview from Claire Smith, Director of Partnerships/Deputy Director of Place (Rotherham), South Yorkshire ICB Introduction and overview from Michael Wright, Managing Director/Deputy Chief Executive, TRFT Oral Health Review Report LGA Adult Care peer review
03-Oct-24	TRFT Annual Report Introduction and overview from Kym Gleeson, Manager, Healthwatch Rotherham
21-Nov-24	Place Partners Winter Planning - Annual Update Public Health Peer Review
23-Jan-25	Adult Social Care Domiciliary Care Sleep Pathways
27-Mar-25	TRFT Same Day Emergency Care Centre Development 18 Week Waiting Time Challenge
01-May-25	Adult Mental Health Pathway Update Adult Contact Team Referral Process (Adult Social Care)

Substantive Items for Scheduling

N/A	None

Reviews for Scheduling

TBC	Access to NHS Dentistry - Review

Items to be Considered by Other Means (e.g. off-agenda briefing, workshop etc)

TBC	Menopause Workshop
April/May 2025	Quality Accounts
May-25	Update briefing regarding relocation of Lung Clinic to Rotherham Hospital (SY ICB) NB. Session to take place immediately following the public meeting.
June/July 2025	ADASS Peer Review

Items for Future Consideration

TBC	Learning Disabilities Update (Castle View)
TBC	Primary Care Network (PCN) Development
TBC	Immunisation Programme Commissioning Changes
TBC	Physical Activity for Health (Sport England)
TBC	CQC Adult Services Inspection

Improving Lives Select Commission –Summary Work Programme 2024/25

Chair: Cllr Lyndsay Pitchley

Vice- Chair: Cllr Stuart Knight

Governance Advisor: Natasha Aucott

Link Officer: Kelly White

The following principles were endorsed by OSMB at its meeting of 5 July 2023 as criteria to long/short list each of the commission's respective priorities:

Establish as a starting point:

- What are the key issues?
- What is the outcome that we want?

Agree principles for longlisting:

- Can scrutiny add value or influence?
- Is it being looked at elsewhere?
- Is it a priority – council or community?

Developing a consistent shortlisting criteria e.g.

- T: Time: is it the right time, enough resources?
- O: Others: is this duplicating the work of another body?
- P: Performance: can scrutiny make a difference?
- I: Interest – what is the interest to the public?
- C: Contribution to the corporate plan

Meeting Date	Agenda Item
18-Jun-24	Introduction to the Improving Lives Select Commission, including the following: <ul style="list-style-type: none"> •An introduction to CYPS performance •An introduction to the Early Help Strategy •An introduction to SEND/ SEND Sufficiency
30-Jul-24	<ul style="list-style-type: none"> • The CYPS Performance Report 2023 - 2024 • The Local Government Association Care Leavers Peer Review Outcomes • The Spotlight Review Recommendations Report on Preparation for Adulthood
17-Sep-24	•Ofsted Focused Visit Outcomes
21st October 24	SEND Strategy Consultation Workshop with ILSC members
29-Oct-24	<ul style="list-style-type: none"> •The Rotherham Safeguarding Children Partnership Annual Report 2023 - 2024 •The Safeguarding Adults Board Annual Report 2023 - 2024
03-Dec-24	<ul style="list-style-type: none"> • Absences From Education (Elective home education, children missing education, children missing out on education, education other than at school, persistent and severe absence and exclusions) • SEND Strategy Update (including a summary of the consultation and proposed Strategy with consultation amendments)

28-Jan-25	<ul style="list-style-type: none"> • SEND Ofsted Inspection update • Family Help proposal update
06 February 2025	Written Briefing circulated via email- The Rotherham Safeguarding Children's Partnership Update following changes presented to Cabinet in November
28 February 2025	Elective Home Education Policy Review- Consultation Session with ILSC Members
	<ul style="list-style-type: none"> • Kinship Care Offer (including new procedures, policies and local offer, and if we meeting the expectations of Government) • Youth Justice Service Update (including an overview and update on the new inspection framework)
22-Apr-25	<ul style="list-style-type: none"> • Domestic Abuse Strategy Update <p>Second half of the session- Scoping proposed review</p>

Substantive Items for Scheduling

Elective Home Education-	Revised Policy - delayed from April meeting due to service request

Reviews for Scheduling

Trauma and Children Missing Education	awaiting scoping

Items to be Considered by Other Means (e.g. off-agenda briefing, workshop etc)

Visit (to be arranged)	Badsley Moor Lane Visit- to look at the new EYFS provision.
Workshop (to be arranged)	2 items- Radicalisation in Schools/ Prevent Update and Protest Recovery Response

Items for Future Consideration

PAUSE Update (to be arranged)	Via off-agenda briefing

Improving Places Select Commission – Work Programme 2024-25

Chair: Cllr Cameron McKiernan
Governance Manager: Barbel Gale

Vice-Chair: Cllr Adam Tinsley
Link Officer: Andrew Bramidge

The following principles were endorsed by OSMB at its meeting of 5 July 2023 as criteria to long/short list each of the commission's respective priorities:

Establish as a starting point:

- What are the key issues?
- What is the desired outcome?

Agree principles for longlisting:

- Can scrutiny add value or influence?
- Is this being looked at elsewhere?
- Is this a priority for the council or community?

Developing a consistent shortlisting criteria, e.g.

- T: Time: is it the right time, enough resources?
- O: Others: is this duplicating the work of another body?
- P: Performance: can scrutiny make a difference
- I: Interest: what is the interest to the public?
- C: Contribution to the corporate plan

Meeting Date	Agenda Item
04-Jun-24	Housing Strategy Update Nominate representative to the Health, Welfare and Safety Panel
09-Jul-24	Overview of the portfolio of the Cabinet Member for Housing Overview of the portfolio of the Deputy Leader and Cabinet Member for Social Inclusion & Neighbourhood Working
03-Sep-24	Overview of the portfolio of the Cabinet Member for Transport, Jobs and the Local Economy Overview of the draft Rotherham Town Centre 10 Year Plan
22-Oct-24	Sec19 Flood Report Allotments Annual Update Repairs and Maintenance Policy (Delayed from September) Work Programme 2024-2025
10-Dec-24	Bereavement Services Annual Report Flooding Alleviation Update (Delayed from September) Thriving Neighbourhoods Annual Report
Workshop - 12 December 2024	Consideration of the 2025-28 Housing Strategy
11-Feb-25	Overview of the portfolio of the Cabinet Member for Finance & Safe and Clean Communities Consider the outline plan of the planned trainline extension to Waverley and Parkgate (Mainline station proposal, considering any potential impacts.

18-Mar-25	Tenant Scrutiny report: How Rotherham Council supports new tenants Climate Emergency Annual Report 2025
-----------	--

Substantive Items for Scheduling

TBC	Nature Recovery Strategy - South Yorkshire Mayor Combined Authority
Sep-27	Rotherham Gateway (Mainline & Tram Train) Station - consideration of the Full business case to include consideration of the likely impacts of construction - as discussed on 11 Feb 2025
Jun-25	Housing Strategy - final progress report on 2022-25

Reviews for Scheduling

In Progress	Poss. Joint with ILSC - Agenda for Council Meeting on Wednesday 29 November 2023, 2.00 p.m. - Rotherham Council - School Road safety motion - Scrutiny Review
TBC	Review of Rothercard - specifically looking at the changes to the criteria and how it can be made available to a wider cohort of residents again.

Items to be Considered by Other Means (e.g. off-agenda briefing, workshop etc)

Workshop January 2025 - TBC	Housing Allocations Policy
TBC	Consideration of Town Centre Events Programme - combined with Summer Events item below.
TBC	Briefing Note followed by Spotlight Review if required - Rural Strategy
TBC	Update on the impact of 'Awaab's Law'
Mar-25	Evaluation of Summer Events and look ahead to future Town centre events - off-agenda briefing

Items for Future Consideration

TBC - Further discussions to take place between the Chair and Cabinet Member	Community Living Fund
TBC	Consideration of the Our Places Fund
TBC	Outcome of waste policy pilot.

Committee Name and Date of Committee Meeting

Council – 9 April 2025

Report Title

Response to Outcomes from the Overview and Scrutiny Management Board relating to the Children's Commissioner's Takeover Challenge – Health and Wellbeing

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

No, but it has been included on the Forward Plan

Strategic Director Approving Submission of the Report

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

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

Report Author(s)

Ben Anderson, Director of Public Health, Adult Care, Housing & Public Health.

ben.anderston@rotherham.gov.uk

Helen Sweaton, Joint Assistant Director, Commissioning, Performance and Quality. CYPS.

Helen.sweaton@rotherham.gov.uk

Ward(s) Affected

Borough-Wide

Report Summary

The Children's Commissioner's Takeover Challenge (CCTOC) is a national initiative, where children and young people take over an organisation or meeting and assume management / leadership roles. As part of the Council's commitment to the CCTOC, the Overview and Scrutiny Management Board (OSMB) supports Rotherham Youth Cabinet (RYC), in undertaking a focused piece of work on a topic chosen by the young people.

RYC chose Health and Wellbeing as the theme for this year's takeover challenge, as it was identified as an issue nationally and locally within their manifesto's aims.

This report provides Cabinet's response to the findings and recommendations of the Scrutiny Review - OSMB Children's Commissioner's Takeover Challenge –Health and Wellbeing

Recommendations

That Council note the response to the recommendations, as detailed in Appendix 1, and note the report.

List of Appendices Included

Cabinet Report – Cabinet’s Response to Outcomes from the Overview and Scrutiny Management Board relating to the Children’s Commissioner’s Takeover Challenge – Health and Wellbeing

- Appendix 1 Cabinet’s Response to Scrutiny Review -- OSMB - Children’s Takeover Challenge – Health and Wellbeing
- Appendix 2 Initial Equality Screening Assessment Form
- Appendix 3 Equality Analysis Screening
- Appendix 4 Carbon Impact Assessment

Background Papers

[Children’s Commissioner’s Takeover Challenge Recommendations – Health and Wellbeing. Cabinet 20 January 2025.](#)

Rotherham Youth Cabinet manifesto 2023/24

Minutes of Overview and Scrutiny Management Board, 17 October 2024 – Children’s Commissioner’s Takeover Challenge – Health and Wellbeing

Consideration by any other Council Committee, Scrutiny or Advisory Panel

Overview and Scrutiny Management Board – 17 October 2024

Cabinet – 20 January 2025

Council Approval Required

No

Exempt from the Press and Public

No

Committee Name and Date of Committee Meeting

Cabinet – 17 March 2025

Report Title

Response to Outcomes from the Overview and Scrutiny Management Board relating to the Children's Commissioner's Takeover Challenge – Health and Wellbeing

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

No, but it has been included on the Forward Plan

Strategic Director Approving Submission of the Report

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

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

Report Author(s)

Ben Anderson, Director of Public Health, Adult Care, Housing & Public Health.

ben.anderston@rotherham.gov.uk

Helen Sweaton, Joint Assistant Director, Commissioning, Performance and Quality. CYPS.

Helen.sweaton@rotherham.gov.uk

Ward(s) Affected

Borough-Wide

Report Summary

The Children's Commissioner's Takeover Challenge (CCTOC) is a national initiative, where children and young people take over an organisation or meeting and assume management / leadership roles. As part of the Council's commitment to the CCTOC, the Overview and Scrutiny Management Board (OSMB) supports Rotherham Youth Cabinet (RYC), in undertaking a focused piece of work on a topic chosen by the young people.

RYC chose Health and Wellbeing as the theme for this year's takeover challenge, as it was identified as an issue nationally and locally within their manifesto's aims.

This report provides Cabinet's response to the findings and recommendations of the Scrutiny Review - OSMB Children's Commissioner's Takeover Challenge –Health and Wellbeing

Recommendations

That Cabinet approve the response to the recommendations, as detailed in Appendix 1, and note the report.

List of Appendices Included

- Appendix 1 Cabinet's Response to Scrutiny Review -- OSMB - Children's Takeover Challenge – Health and Wellbeing
- Appendix 2 Initial Equality Screening Assessment Form
- Appendix 3 Equality Analysis Screening
- Appendix 4 Carbon Impact Assessment

Background Papers

[Children's Commissioner's Takeover Challenge Recommendations – Health and Wellbeing. Cabinet 20 January 2025.](#)

Rotherham Youth Cabinet manifesto 2023/24

Minutes of Overview and Scrutiny Management Board, 17 October 2024 – Children's Commissioner's Takeover Challenge – Health and Wellbeing

Consideration by any other Council Committee, Scrutiny or Advisory Panel

Overview and Scrutiny Management Board – 17 October 2024

Cabinet – 20 January 2025

Council Approval Required

No

Exempt from the Press and Public

No

Response to Outcomes from the Overview and Scrutiny Management Board relating to the Children's Commissioner's Takeover Challenge – Health and Wellbeing

1. Background

- 1.1 The Children's Commissioner's Takeover Challenge (CCTOC) is a national initiative where children and young people take over an organisation or meeting and assume management / leadership roles.
- 1.2 As part of the Council's commitment to the CCTOC, the Overview and Scrutiny Management Board (OSMB) supports Rotherham Youth Cabinet (RYC) in undertaking a focused piece of work on a topic chosen by the young people.
- 1.3 The OSMB Children's Commissioner's Takeover Challenge held on 17 October 2024, was chaired by Alex G, from the Rotherham Youth Cabinet. Rotherham Youth Cabinet chose Health and Wellbeing as the theme for this year's takeover challenge, as it was identified as an issue nationally and locally within their manifesto's aims, following consultation with over 4,000 young people.
- 1.4 The review group consisted of members of Overview and Scrutiny and members of Youth Cabinet.
- 1.5 The recommendations from the sub-group were presented to Cabinet on 14 January 2025, and Cabinet agreed to provide a response.

2. Key Issues

- 2.1 The recommendations to Cabinet from the Scrutiny Review - OSMB - Children's Takeover Challenge were:

a) Vaping:

1. That consideration was given to several young people from the Youth Cabinet to support a mystery shop in vape shops to identify sources, where possible.
2. That the Council identified and considered any potential opportunities to reduce vaping adverts on shopfronts, including areas where the Council does not have direct control, where possible.
3. That the Council sought to encourage all secondary schools to work together, to ensure a synchronised response to the vaping.

b) Mental Health:

4. That the Council sought to encourage all schools in the borough to ensure that young people feel listened to within the schools, and that schools were committed to support.
5. That consideration was given to how the provision of a dedicated youth space for young people could be achieved, for example, a development of a space similar to the Barnsley Youth Zone.
6. That the Council worked with its partners to enhance early detection and diagnoses of children and young people with Special Educational Needs

and Disabilities and the potential need for an Educational Health and Care Plan (EHCP) to assist with the reduction of potential waiting times for the young person to access the EHCP provisions.

c) Physical Activity:

7. That the Council sought assurances from schools within the borough that they would consider increasing extracurricular clubs, including the range of sports.
8. That the Council aimed to ensure that all parks within the borough were kept in good condition and safe.
9. That consideration be given to providing exercise equipment to all parks in the borough, where possible and that activity-based walks were considered at popular locations, in conjunction with the Rotherham Youth Cabinet.

d) Healthy Eating:

10. That the Council sought assurances from schools within the borough, that they ensured that healthy food options were available to all young people.
11. That schools in the borough to give consideration to the young inspectors completing an inspection of school lunches and lunches provided as part of Holiday Activities and Food (HAF) programme, where possible.
12. That the Council and its partners give consideration to producing a teenage-specific campaign to support healthy eating.
13. That a site visit to the allotments be arranged for members of the Youth Cabinet

2.2 12 recommendations are accepted and Appendix 1 sets out further detail on how the recommendations have been or will be actioned. Where recommendations are made for schools, the Council is able to accept the recommendation on behalf of maintained schools.

2.3 Recommendation 5, that consideration was given to how the provision of a dedicated youth space for young people could be achieved, for example, a development of a space similar to the Barnsley Youth Zone, would require significant capital and revenue investment that is beyond the Council's capabilities at present. It would also mean that all the Council's resource was centred in one area and not distributed across the Borough. Therefore, this recommendation is not accepted at this time.

2.4 The Council is committed to having an inclusive universal offer for all young people that includes places to go and things to do in all wards across Rotherham.

2.5 Members of the Children and Young People's Partnership Board have suggested they would like to support the development of a strategy creating and communicating 'youth zones' for young people across the Borough, including dedicated digital spaces in libraries, youth clubs and 'safe spots'.

These requests will be presented to the Rotherham Together Partnership for consideration and allocation to relevant agencies to progress.

3. Options considered and recommended proposal

- 3.1 The recommendation is that Cabinet approve the response to the recommendations, as detailed in Appendix 1, and note the report.
- 3.2 12 of the recommendations have been accepted and Appendix 1 sets out further detail on how the recommendations have been or will be actioned. It is recommended that Cabinet do not accept recommendation 5. Actions to improve access to youth zones are included in Appendix 1.
- 3.3 Accepting recommendation 5 places a significant financial risk on the Council.

This option is not recommended.

4. Consultation on proposal

- 4.1 The Strategic Director of Children and Young People's Services and the Strategic Director of Adult Social Care, Housing and Health have been consulted with regard to the response to the recommendations.
- 4.2 The Cabinet Member for Children and Young People and Cabinet Member for Adult Social Care and Health have been consulted with regarding the report and its recommendations.

5. Timetable and Accountability for Implementing this Decision

- 5.1 The timetable and accountability are detailed in Appendix 1 Cabinet's Response to Scrutiny Review - OSMB - Children's Takeover Challenge – Health and Wellbeing

6. Financial and Procurement Advice and Implications

- 6.1 There are no direct procurement implications arising from the recommendations detailed in this report.
- 6.2 There are no direct financial implications arising from most of the recommendations detailed in the report, with the exception of 'Recommendation 5' – that consideration be given to the development of a dedicated youth space similar to Barnsley's 'Youth Zone'. The provision of a Youth Zone for young people will require a significant capital investment in the region of £9m. This would typically be shared equally between the Council and contributions from the private or independent sectors.
- 6.3 In addition, once operational, the annual running cost of such Youth Zone is estimated at £1.3m, of which approximately £400k is expected to be contributed by the Council (on a recurrent basis), with the balance funded by local businesses or partner organisations. The above estimated investment (capital and revenue) is prohibitive and not something that is currently affordable for the Council.

7. Legal Advice and Implications

- 7.1 There are no direct legal implications arising from the report and the recommendation that cabinet approve the responses to the recommendations as set out at Appendix A. However, there are points to be noted for the purpose of awareness in respect of recommendations 1 and 6.
- 7.2 Recommendation 1 will be implemented by members of RYC undertaking a mystery shop in vape shops. Any test purchase should be carried out in accordance with the Age Restricted Products and Services: A Code of Practice for Regulatory Delivery [updated in 2014], in particular Parts 13 and 14 which address the use of test purchasing by young people for conducting spot checks on compliance.
- 7.3 Recommendation 6 refers to the reduction of potential waiting times for a young person to access EHCP provisions. As set out within Appendix A there is a statutory timeframe of 20 weeks within which an EHCP must be finalised and issued. All Local Authorities must comply with statutory duties imposed under the Children and Families Act 2014 and the SEND Code of Practice which is statutory guidance for Local Authorities and various other organisations.

8. Human Resources Advice and Implications

- 8.1 There are no direct Human Resources implications.

9. Implications for Children and Young People and Vulnerable Adults

- 9.1 The implications for Children, Young People and Vulnerable Adults are set out in the Rotherham Youth Cabinet manifesto 2023/24 and Minutes of Overview and Scrutiny Management Board, 17 October 2024 – Children’s Commissioner’s Takeover Challenge – Health and Wellbeing and the Cabinet Report: Children’s Commissioner’s Takeover Challenge Recommendations – Health and Wellbeing (background papers) and in the attached Cabinet’s Response to Scrutiny Review – OSMB - Children’s Takeover Challenge – Health and Wellbeing (Appendix 1).

10. Equalities and Human Rights Advice and Implications

- 10.1 Members of the review group have due regard to equalities and human rights in developing recommendations.
- 10.2 In relation to equalities, the review group identified the requirement for further Support for young people specifically relating to risks associated with vaping, Mental Health, Physical Health, and Healthy Eating and the requirement for intervention to prevent serious implications for the physical and mental health of children into adulthood. The RYC wanted to support the Government’s ambition to halve childhood obesity rates by 2030 and reduce the health inequalities that persist. The action plan (Appendix 1) addresses these issues.
- 10.3 An equality analysis screening and form are attached as Appendices 2 and 3.

11. Implications for CO2 Emissions and Climate Change

- 11.1 There are no implications for CO2 emissions and climate change directly arising from this report.
- 11.2 The Carbon Impact Assessment is attached as Appendix 4.

12. Implications for Partners

- 12.1 The implications for partners are described in attached Cabinet's Response to Scrutiny Review – OSMB - Children's Takeover Challenge – Health and Wellbeing (Appendix 1).

Implementation of any recommendation is at the discretion of the relevant partner organisation. The recommendations contained in this report are offered acknowledging the contributions that have been made by each of the partner organisations.

13. Risks and Mitigation

- 13.1 Failure to provide adequate support, specifically relating to risks associated with vaping, Mental Health, Physical Health, and Healthy Eating would risk serious implications for the physical and mental health of children and young people into adulthood and is detrimental to their achievement of outcomes.
- 13.2 The mitigations are described in attached Cabinet's Response to Scrutiny Review – OSMB - Children's Takeover Challenge – Health and Wellbeing (Appendix 1).

14. Accountable Officers

Ben Anderson, Director of Public Health, Adult Care, Housing & Public Health
Helen Sweaton, Joint Assistant Director, Commissioning, Performance and Quality. CYPS.

Approvals obtained on behalf of Statutory Officers: -

	Named Officer	Date
Chief Executive	Sharon Kemp OBE	03/03/25
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	17/02/2025
Assistant Director, Legal Services (Monitoring Officer)	Phil Horsfield	19/02/2025

Report Author: *Helen Sweaton, Joint Assistant Director, Commissioning, Performance and Quality. CYPS.*
Helen.sweaton@rotherham.gov.uk

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

This page is intentionally left blank

Appendix 1.

Cabinet's Response to Scrutiny Review - **Children's Commissioner's Takeover Challenge Recommendations – Health and Wellbeing**

	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)	Officer Responsible	Action by (Date)
1	Vaping: That consideration was given to several young people from the Youth Cabinet to support a mystery shop in vape shops to identify sources, where possible.	Accepted	Members of RYC are committed to undertaking a mystery shop, which will be completed within 6 months.	Joanne Hacking	August 2025
2	That the Council identified and considered any potential opportunities to reduce vaping adverts on shopfronts, including areas where the Council does not have direct control, where possible.	Accepted	<p>The Council is not able to enforce restrictions on advertising space in the borough that is not under control of the Council.</p> <p>We are not aware of any space that is owned by the Council that currently doesn't meet this commitment.</p> <p>The South Yorkshire Mayoral Combined Authority is currently looking at its advertising policy which will cover South Yorkshire's public transport system.</p>		
3	That the Council sought to encourage all secondary schools to work together, to ensure a synchronised response to the vaping.	Accepted	This work is already ongoing as captured in the Tobacco Control Action Plan overseen by the Tobacco Control Steering Group. There is a working group including Council officers from Public Health, Trading Standards and 0-19 service working with	Gilly Brenner	Sept 2025

			schools to determine how best to support them. Current resources will be reviewed and additional resources developed as required during this academic year.		
4	Mental Health: That the Council sought to encourage all schools in the borough to ensure that young people feel listened to within the schools, and that schools were committed to support.	Accepted	<p>This work is ongoing. The council have contributed to the development of a Social Emotional and Mental Health Continuum which clearly identified our shared expectations for schools to listen to and support children and young people. The Council and partners are supporting schools to deliver the continuum through a competency framework, SEMH graduated response, SEMH Outreach support and With Me in Mind (Rotherham's Mental Health Support Teams in 70% of schools including all secondary schools).</p> <p>A multi-agency meeting is planned in March to embed the support.</p> <p>This work is ongoing, to encourage schools and measure impact the Council run a School Student Survey every year for all Students in Year 7 (ages 11 to 12) and Year 10 (ages 14 to 15) at secondary schools, pupil referral units, and those who are elective home educated. In 2024, all 16 secondary schools in Rotherham participated with a 62.7% participation rate. A section of the survey is focused on mental wellbeing.</p>	Helen Sweaton Niall Devlin Lorna Quinn	March 2025 October 2025

			Schools receive an individual school report from the survey to assist them in gauging how well they are meeting their own health and wellbeing objectives and to help shape their PSHE curriculum. This is considered outstanding practice and provides evidence in relation to Ofsted grade descriptors.		
5	That consideration was given to how the provision of a dedicated youth space for young people could be achieved, for example, a development of a space similar to the Barnsley Youth Zone.	Rejected	<p>The Barnsley Youth Zone was developed at a cost of £9.2 million and funded by a combination of private and public sector contributions including grants.</p> <p>The Council is committed to having an inclusive universal offer for all young people that includes places to go and things to do in all wards across Rotherham. Through the Universal Youth Work fund and Rotherham Healthy Holidays Programme (HAF), Early Help provide funding to voluntary and community sector organisations to expand the existing youth offer and create high quality, universal youth provision for young people across the Borough, ensuring young people have somewhere safe to go, to socialise and learn new skills, with a trusted adult who is skilled and trained to support them.</p> <p>Members of the Children and Young People's Partnership</p>	<p>Kelly White</p> <p>Helen Sweatton</p>	<p>Ongoing</p> <p>April 2026</p>

			Board have suggested they would like to support the development of a strategy creating and communicating all 'youth zones' for young people including dedicated digital spaces in libraries, youth clubs and 'safe spots' across the Borough.		
6	That the Council worked with its partners to enhance early detection and diagnoses of children and young people with Special Educational Needs and Disabilities and the potential need for an Educational Health and Care Plan (EHCP) to assist with the reduction of potential waiting times for the young person to access the EHCP provisions.	Accepted	<p>The statutory timeframe for an EHC Plan states it must be finalised within 20 weeks of the request for an EHC needs assessment being made. The final EHCP will include the provision (including the school) to meet the identified needs. The Council has worked to reduce the number of children waiting longer than 20 weeks.</p> <p>The Council and it's partners have developed a graduated response to support schools to identify and meet the needs of children with Special Educational Needs and/ or Disabilities. Implementation of the graduated response is ongoing. Impact will be measured by the numbers of children receiving SEN Support and those with an EHCP educated in mainstream provision.</p>	Niall Devlin	July 2025
7	Physical Activity: That the Council sought assurances from schools within the borough that they would consider increasing extracurricular clubs, including the range of sports.	Accepted	Schools decide how they deliver extra-curricular clubs and the range of sports offered.	Niall Devlin	July 2025

			<p>The National curriculum in England: PE programmes of study are the statutory programmes of study and attainment targets for physical education at key stages 1 to 4. They are issued by law; schools must follow them unless there's a good reason not to.</p> <p>The Assistant Director, Education and Inclusion, on behalf of the Council will seek assurance from all local-authority-maintained schools that they are offering a range of sports and extra-curricular clubs in preparation for the new academic year.</p>		
8	That the Council aimed to ensure that all parks within the borough were kept in good condition and safe.	Accepted	<p>This work is ongoing. Green Flag award achieved on 16 July 2024 for Clifton Park; Greasbrough Park; Rother Valley Country Park; and Thrybergh Country Park. Natural England Accreditation granted in June 2024 for three country parks: Rother Valley, Thrybergh and Ulley.</p> <p>Additional revenue investment to improve the environment has benefitted grounds maintenance, street cleansing, wildflower seeding and tree planting</p>	Polly Hamilton	July 2025
9	That consideration be given to providing exercise equipment to all parks in the borough, where possible and that activity-based walks were considered at popular locations, in conjunction with the Rotherham Youth Cabinet.	Accepted	The current Council priorities include a commitment to a playground improvement programme over the next three	Chris Siddall	December 2025

			<p>years, which will include consideration of exercise equipment provision in parks.</p> <p>A Sport England grant (due at Cabinet 17th March) will seek to provide a dedicated officer with responsibility for supporting children and young people's increased access to physical activity, focused on developing a consensus of need and opportunity across the borough and linked to the Children's Capital of Culture. Over the next 12 months they will draw together learning from engagement and work with partners to expand opportunities and highlight activities that exist. Any additional exercise infrastructure may require external grant funding should equipment in green spaces prove to be a priority from the consultation. It should be noted that Sport England do not fund play equipment.</p> <p>Make Your Mark results from 2024 indicated that Health and Wellbeing are a concern for young people. RYC is committed to working with Andrew Bramidge, Strategic Director – Regeneration and Environment and his team. This will include consultation and some observed evidence of work taking place. RYC would like to</p>		October 2025
--	--	--	---	--	--------------

			be involved in consulting on appropriate exercise equipment for parks, this again will be in conjunction with Regeneration and Environment.		
10	Healthy Eating: That the Council sought assurances from schools within the borough, that they ensured that healthy food options were available to all young people.	Accepted	Schools decide who they want to provide their school meals. The Council provides school meals to many of our schools through Riverside Catering. If schools choose to use the Council's Riverside Catering for their school meals, the Council is able to ensure they have access to a healthy balanced meal. Meals are prepared according to the Government's nutritional guidelines using fresh locally sourced produce. Riverside Catering has maintained their Soil Association Food for Life Served Here Bronze award accreditation. The Assistant Director, Education and Inclusion, on behalf of the Council will seek assurance from all local-authority-maintained schools that they are offering healthy food options to all young people.	Niall Devlin	July 2025
11	That schools in the borough give consideration to the young inspectors completing an inspection of school lunches and lunches provided as part of Holiday Activities and Food (HAF) programme, where possible.	Accepted	The Young Inspectors have added inspection of school lunches and lunches provided as part of Holiday Activities and Food (HAF) programme to their work programme. Inspections will take place during the next year with recommendations provided to those inspected.	Joanne Hacking/ Helen Sweatton	March 2026

12	That the Council and its partners give consideration to producing a teenage-specific campaign to support healthy eating.	Accepted	The Rotherham Food Network and Public Health officers will work with the Youth Cabinet to start to develop their own campaign over this academic year, using the materials from Bite Back national campaign, and support schools to use these resources.	Gilly Brenner	September 2025
13	That a site visit to the allotments be arranged for members of the Youth Cabinet	Accepted	Youth Cabinet will work with Jamie Calvert at the "Rotherham Allotments Alliance" to arrange a visit to a suitable site.	Joanne Hacking/ Cllr Clarke	September 2025

Appendix 2

PART A - Initial Equality Screening Assessment

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

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

Completed at the earliest opportunity it will help to determine:

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

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

1. Title	
Title: Cabinet Response to the Recommendations from the Scrutiny Review - OSMB - Childrens Takeover Challenge	
Directorate: CYPS	Service area: Commissioning
Lead person: Helen Sweaton	Contact: helen.sweaton@rotherham.gov.uk
Is this a:	
<input type="checkbox"/> Strategy / Policy	<input checked="" type="checkbox"/> Service / Function
<input type="checkbox"/> Other	
If other, please specify	

2. Please provide a brief description of what you are screening
The Children's Commissioner's Takeover Challenge (CCTOC) is a national initiative, where children and young people take over an organisation or meeting and assume management / leadership roles. As part of RMBC's commitment to the CCTOC, the Overview and Scrutiny Management Board (OSMB) supports Rotherham Youth Cabinet (RYC), in undertaking a focused piece of work on a topic chosen by the young people.

RYC chose Health and Wellbeing as the theme for this year's takeover challenge, as it was identified as an issue nationally and locally within their manifesto's aims.

The Cabinet decision to accept the response to the findings and recommendations of the Scrutiny Review - OSMB Children's Commissioner's Takeover Challenge – Health and Wellbeing will impact on services involved in the operational delivery.

The Services affect children and young people including those with SEND and their families.

3. Relevance to equality and diversity

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

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

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

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

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

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

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

4. Considering the impact on equality and diversity

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

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

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

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

The recommendations relate to existing services which have already undertaken reviews with respect to consideration of equality and diversity. The impact of the recommendations to improve these services for children and young people is considered in this assessment and a further part B assessment. A full data analysis is included in Part B to consider the health and wellbeing issues for children and young people and inequalities in distribution of those issues amongst different characteristic groups.

As well as age as an obvious characteristic relating to children and young people, the other characteristics of disability, sex, gender reassignment, race, religion or belief, sexual orientation, and other socio-economic groups e.g. carers, looked after children, unemployed and people on low incomes, ex-offenders, victims of domestic violence, homeless people etc are also relevant.

- **Key findings**

In relation to equalities, the review group identified the requirement for various actions to be completed to ensure improved services for children and young people, improving access to healthy meals, mental health and wellbeing support and physical activity, which a particular focus on young people with SEND.

- **Actions**

Part B will be completed to ensure a more thorough review of equalities assessment relating to the recommendations to improve services for children and young people with respect to the issues raised by Youth Cabinet of vaping, mental health, physical activity and healthy eating.

Appendix 1 of the report details how the recommendations are proposed to be addressed.

The recommendations relating to improving the robust approach to tackling vaping will support children and young people to not take up vaping or support them to stop. Vaping is associated with certain characteristic groups, therefore this recommendation should help to address those inequalities in health outcomes.

The recommendations relating to mental health are about improving access to support for young people, therefore this should help to address inequalities in access which would reduce inequalities.

The recommendations relating to physical activity are about improving access to quality provision. Inequalities in access are supported by these recommendations alongside current work focused on this issue.

The recommendations relating to healthy eating seek assurances from schools about access to healthy food. As food access is subject to inequalities, this would help to address these. If a campaign is developed, further consideration will be given to that process to ensure appropriate targeting of information to reach different demographic groups.

Date to scope and plan your Equality Analysis:	30 th January 25
Date to complete your Equality Analysis:	30 th January 25
Lead person for your Equality Analysis (Include name and job title):	Helen Sweaton, Joint Assistant Director, Commissioning, Performance and Quality.

5. Governance, ownership and approval

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

Name	Job title	Date
Helen Sweaton	Assistant Director, Commissioning, Performance and Quality	30/01/2024

6. Publishing

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

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

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

Date screening completed	30 th January 25
Report title and date	Cabinet Response to the Recommendations from the Scrutiny Review - OSMB - Childrens Takeover Challenge. 17 March 2025.

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 17 th March 2025
Date screening sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	04.02.2025

This page is intentionally left blank

Appendix 3.

PART B – Equality Analysis Form

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

This form:

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

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

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

1. Title	
Equality Analysis title: Cabinet Response to the Recommendations from the Scrutiny Review - OSMB – Children's Takeover Challenge	
Date of Equality Analysis (EA): 30/01/25	
Directorate: CYPS	Service area: Commissioning, Performance and Quality
Lead Manager: Helen Sweatton	Contact number:
Is this a: <input type="checkbox"/> Strategy / Policy <input checked="" type="checkbox"/> Service / Function <input type="checkbox"/> Other	
If other, please specify	

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

Name	Organisation	Role (eg service user, managers, service specialist)
Helen Sweatton	RMBC/ Rotherham ICB	Joint Assistant Director
Niall Devlin	RMBC	Assistant Director, E&I
Gilly Brenner	RMBC	Public Health
Kim Fieldhouse	RMBC	Trading Standards Officer
Chris Siddall	RMBC	Head of Sport, Leisure and Strategic Partnerships
Joanne Hacking	RMBC	Manager, Safeguarding & Qa

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

Aim/Scope (who the Policy/Service affects and intended outcomes if known)

This may include a group/s identified by a protected characteristic, others groups or stakeholder/s e.g. service users, employees, partners, members, suppliers etc.)

The Children's Commissioner's Takeover Challenge (CCTOC) is a national initiative, where children and young people take over an organisation or meeting and assume management / leadership roles. As part of RMBC's commitment to the CCTOC, the Overview and Scrutiny Management Board (OSMB) supports Rotherham Youth Cabinet (RYC), in undertaking a focused piece of work on a topic chosen by the young people.

RYC chose Health and Wellbeing as the theme for this year's takeover challenge, as it was identified as an issue nationally and locally within their manifesto's aims.

The Cabinet decision to accept the response to the findings and recommendations of the Scrutiny Review - OSMB Children's Commissioner's Takeover Challenge –Health and Wellbeing will impact on services involved in the operational delivery.

The Services affect children and young people including those with SEND and their families.

In relation to equalities, the review group identified the requirement for various actions to be completed to ensure improved services for children and young people, improving access to healthy meals, mental health and wellbeing support and physical activity.

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

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

Equality information is available through the JSNA and school survey.

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

- The population of Rotherham is 265,800 (Census data, 2021)
- There are 125 schools in Rotherham.
- The percentage of children and young people who are eligible for free school meals is 11,621 — or 68% (Data as of July 2022)
- Rotherham ranks as the 35th most deprived upper tier local authority in England out of a total of 151 upper-tier local authorities (Index of multiple deprivation 2019 by LSOA)
- 20.4% of pupils in Rotherham (9,325) have identified SEND needs compared to 17.1% nationally (Spring School Census 2023)

Smoking/ Vaping

Despite a huge decrease in the number of people who smoke in the last 10+ years, smoking remains the leading cause of preventable and early deaths in the UK and Rotherham.

Indicator (year/period)	Rotherham*	All-England
Smoking prevalence amongst adults (2019 definition)	17.8%	13.9%
Smoking prevalence amongst adults (2020 definition)	12.5%	12.1%
Smoking prevalence at age 15 (2014/15)	10.0%	8.2%
Smoking in early pregnancy (2018/19)	27.9%	12.8%
Smoking at the time of delivery (2020/21)	14.0%	9.6%
Smoking prevalence in adults with a long-term mental health condition (2019/20)	35.9%	25.8%
Smoking amongst adults with anxiety or depression (2019/20)	24.8%	25.8%
Smoking amongst people who work in routine and manual occupations (2020)	26.3%	21.4%

*Colours indicate performance compared with all-England: Red = significantly worse; Orange = comparable; Green = significantly better.

Smoking is more common amongst some groups:

- The odds of smoking amongst adults (aged 18-64) with a routine and manual occupation in Rotherham are 2.9 times the odds of smoking amongst people in other occupations.
- 36% of adults with long term mental illness and 25% of adults with anxiety or depression smoke in Rotherham.
- 27% of unemployed people smoke compared to 15% of employed people, nationally.
- 20% of people who are from a Mixed ethnic group smoke, followed by Other ethnicities (16%); White (14%); Black (10%) Asian (8%) and Chinese (7%) groups;

- e. 22% of people who identify as gay or lesbian smoke compared to 16% of straight people nationally.
- f. 16% of men smoke compared to 13% of women nationally.

Healthy Eating

In general, Rotherham performs worse than the national average for most measures. Of note, there is currently a lack of granular data locally (for example, prevalence of excess weight by age, sex, ethnicity or geography) which could be used to identify areas of highest need to target interventions.

Excess Weight

The prevalence of excess weight has been increasing over time, both locally and nationally. Rotherham has a higher prevalence of excess weight than the national average.

- 26.6% of reception age children were overweight or obese in 2019/20, compared to 23.0% nationally
- 37.9% of Year 6 children were overweight or obese in 2019/20, compared to 35.2% nationally
- 72.9% of adults in Rotherham overweight or obese in 2019/20, compared to 62.8% nationally – this equates to around 150,000 adults in Rotherham with excess weight
- 28.3% of women in Rotherham were obese in early pregnancy in 2018/19, compared to 22.1% nationally
- National Child Measurement Programme data appears to show a significant increase in excess weight for 2020/21 (4.7%) which is likely to have been mirrored locally.

Underweight

Generally, there is a lack of local data about the prevalence of underweight in adulthood.

- 0.6% of reception age children were underweight in 2019/20, compared to 0.9% nationally
- 1.8% of Year 6 children were underweight in 2019/20, compared to 1.4% nationally
- Nationally, Health Survey for England data suggests that around 2% of the adult population (16+) are underweight – this would equate to around 3500 adults in Rotherham
- Nationally, referrals for childhood eating disorder services have doubled since the COVID19 pandemic
- Note that undernourishment is not synonymous with underweight; people who are undernourished may be of a 'healthy' weight

Physical Activity

- 42.4% of children and young people in Rotherham were considered physically active in 2018/19, compared to 46.8% nationally
- 64.3% of adults in Rotherham were considered physically active in 2019/20, compared to 66.8% nationally
- Uptake of cycling in Rotherham is particularly low, with just 0.3% of adults cycling for travel 3 or more days a week in 2018/19, compared to 3.1% nationally.

SEND

11926 (as of 23/04/2024) Children and Young People with SEND in Rotherham

- 3367 have an open ECHP

- 8560 receive SEN support

Of the children open to the service 7572 are male or identify as male, and 4417 are female or identify as female.

Ethnicity	Count
A1 - White British	9789
C2 - Pakistani	566
A3 - Any other White background	300
A5 - Gypsy / Roma	297
B2 – White and Black African	230
B3 - White and Asian	148
White and Black Caribbean	127
B1 - White and Black Caribbean	116
B4 - Any other mixed background	91
E4 - Information not yet obtained	87
C4 - Any other Asian background	78
E2 - Any other ethnic group	75
C1 - Indian	40
E3 - Refused	36
E1 - Chinese	25
D3 - Any other Black background	23
A2 - White Irish	16
Bangladeshi	6

Mental Health and Wellbeing

Students were asked, “How would you describe your mental health?”, with 4,026 responses. Year 7 students ranked their overall mental health better than year 10 students, with 62% saying their mental health was ‘good’ or ‘excellent’ compared with 57% of year 10 students.

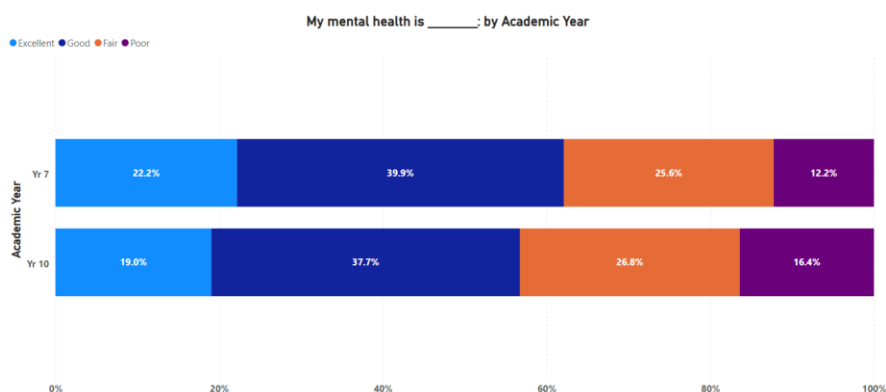


Figure 27: Responses to, ‘My mental health is: ____’ by Academic Year

There has been a significant increase in the number of students answering the question from 3,455 in 2017 to now. Figures 28a and 28b show the trends to year 7 and year 10 students from 2017 to 2024, excluding 2020 and 2021 when the survey was not conducted. The greatest differences for year 7 students have occurred among those reporting excellent mental health (770 in 2017 to 489 in 2024) and fair mental health (302 in 2017 to 565 in 2024).

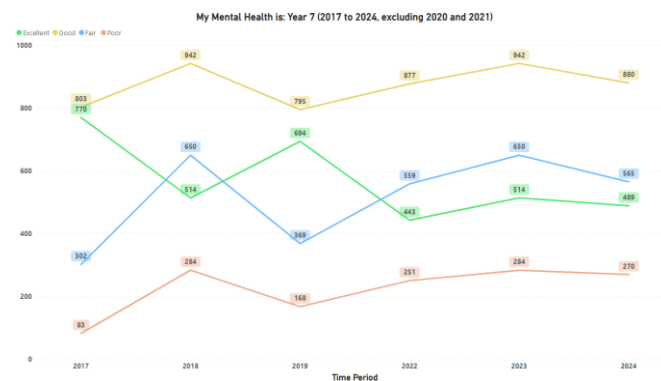


Figure 28a: Responses to, 'My mental health is:' Year 7 - 2017 to 2024 (excluding 2020 and 2021)

In year 10 there was a significant increase in fair and poor mental health between 2019 and 2022. This is over the course of the pandemic, during which time the school survey was not carried out and instead a mental health survey was conducted in its place.

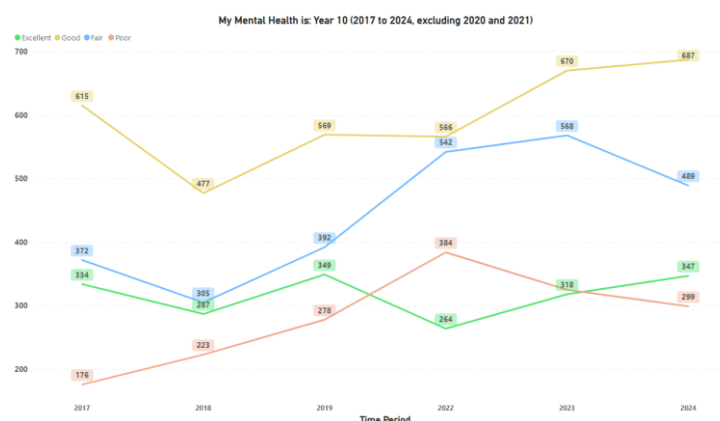


Figure 28b: Responses to, 'My mental health is:' Year 10 - 2017 to 2024 (excluding 2020 and 2021)

When asked, "How has the way you feel about your mental health changed over the last 12 months?" there wasn't a significant difference between year 7 and year 10 students. Overall 74% (2,994) of respondents stated their mental health was about the same or better than it was 12 months ago.

Following up on how they rated their mental health, students were asked which support or strategies they used to support their mental health in the last 12 months. The most common answers from the 1,231 respondents were being active (58%), talking with family and/or friends (45.4%), trying new sports (35.7%), talking with school staff (31.8%) and learning a new skill (30.7%).

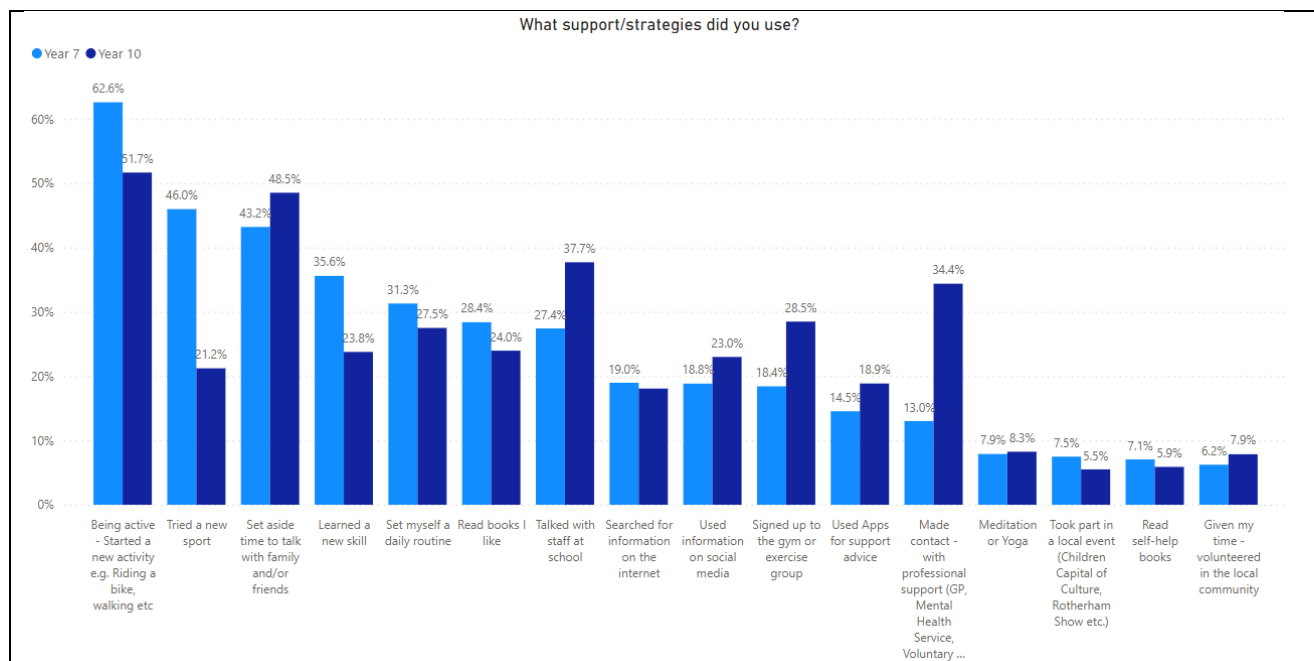


Figure 29: Responses to, 'What support/strategies did you use?'

Students were asked what things they believed were important for improving wellbeing and what they would like to see more of.

The three most important things to year 7 students were:

- safe spaces to chat with other young people (53.1%)
- schools providing resources on accessing support (41.3%)
- online support (39.9%)

Year 10 students agreed with:

- 53.5% reporting safe spaces to chat with other young people
- 43.9% reporting online support
- 37.3% reporting schools providing resources on accessing support as being important for improving wellbeing.

The actions identified in the response to the scrutiny review consider the respective service areas in relation to inequalities associated with age. The responses ensure that services are using the voice of children and young people to inform improvement to reduce inequalities.

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

Whilst there is the data included above and the schools survey information, no further in engagement has taken place with young people other than the Youth Cabinet to explore the issues in more depth and canvas the opinions of children and young people or specific protected characteristic groups.

As well as age as an obvious characteristic relating to children and young people, the other characteristics of disability, sex, gender reassignment, race, religion or belief, sexual

orientation, and other socio-economic groups e.g. carers, looked after children, and families with low incomes are also relevant. There isn't data available to fully understand the extent of the issues affecting some of these groups. However, where monitoring of impact is possible, it will be considered.

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

Existing data and established methodology will continue to be used to monitor impact on those groups with protected characteristics.

Young People (via Rotherham Youth Cabinet) have been involved with the development of the recommendations and actions, they will continue to influence decision making and delivery through the work of the Youth Cabinet, children and young people's partnership Board, as well as frontline staff, partner agencies.

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

No engagement has taken place with service users in respect of the scrutiny review. However, the recommendations came from Youth Cabinet children's takeover of OSMB on 17th October 2024. Their recommendation proposals have been developed through their ongoing usual routes of engagement with wider cohorts of children and young people.

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

No engagement has taken place with service users in respect of the scrutiny review. The following staff have been involved in developing the recommendations and actions, alongside OSMB Members and members of the Youth Cabinet.

Helen Sweaton, RMBC/ Rotherham ICB, Joint Assistant Director
Niall Devlin, RMBC Assistant Director, E&I
Gilly Brenner, RMBC, Public Health Consultant
Kim Fieldhouse, RMBC, Trading Standards Officer
Chris Siddall, RMBC, Head of Sport, Leisure and Strategic Partnerships
Joanne Hacking, RMBC, Manager, Safeguarding & QA

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 service delivery associated with vaping, healthy eating, physical activity and mental health are delivered to all residents in the Borough. This response to scrutiny provides recommendations (appendix 1) targeted at children and young people. These children and young people, and their families may have protected characteristics.

The recommendations relating to improving the robust approach to tackling vaping will support children and young people to not take up vaping or support them to stop. Vaping is associated with certain characteristic groups, therefore this recommendation should help to address those inequalities in health outcomes.

The recommendations relating to mental health are about improving access to support for young people, therefore this should help to address inequalities in access which would reduce inequalities. One recommendation relates to supporting young people with SEND and improving their access to services.

The recommendations relating to physical activity are about improving access to quality provision. Inequalities in access are supported by these recommendations alongside current work focused on this issue.

The recommendations relating to healthy eating seek assurances from schools about access to healthy food. As food access is subject to inequalities, this would help to address these. If a campaign is developed, further consideration will be given to that process to ensure appropriate targeting of information to reach different demographic groups.

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

It is not envisaged that the plan will present any barriers to communities and groups.

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

The actions identified as a result of the recommendations in this report will enhance equalities, diversity and inclusion in relation to the consideration of children and young people and their health and wellbeing when delivering services. The data shows that health and wellbeing is inequitably distributed in populations, including children and young people, with certain groups less able to access provision or more likely to suffer ill health or have increased risks to health – such as through unhealthy diets, being less physically active, or take up smoking, vaping or substance misuse. By working with young people to improve these services this will help improve reach to those young people with higher risk characteristics or reduce their risks to ill health by supporting healthier behaviours.

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 actions identified as a result of the recommendations in this report will enhance community relations by ensuring services are cognisant of the health and wellbeing needs

of children and young people. There is no identified negative impact of improvements to services on inequalities.

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: Cabinet Response to the Recommendations from the Scrutiny Review - OSMB - Childrens Takeover Challenge
Directorate and service area: Childrens – Commissioning, Performance and Quality
Lead Manager: Helen Sweaton
Summary of findings:
The Cabinet paper contains recommendations which would improve children and young people's access to services or improvements that would improve health and wellbeing and reduce inequalities.

Action/Target	State Protected Characteristics as listed below	Target date (MM/YY)
Equalities will be monitored through recommendation implementation, including through ongoing service delivery	A, D, S, RE, RoB, SO, C, O	Ongoing and as appropriate

***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
Ian Spicer	Strategic Director, ACHPH	05/02/25
Cllr Cusworth	Lead Member CYP	04/02/25
Cllr Baker-Rogers	Lead Member Adult, Care, Housing and Public Health	04/02/25

7. Publishing	
The Equality Analysis will act as evidence that due regard to equality and diversity has been given.	
If this Equality Analysis relates to a Cabinet, key delegated officer decision, Council, other committee or a significant operational decision a copy of the completed document should be attached as an appendix and published alongside the relevant report.	
A copy should also be sent to equality@rotherham.gov.uk For record keeping purposes it will be kept on file and also published on the Council's Equality and Diversity Internet page.	
Date Equality Analysis completed	03/02/25
Report title and date	Cabinet Response to the Recommendations from the Scrutiny Review - OSMB - Childrens Takeover Challenge. 17/03/25
Date report sent for publication	
Date Equality Analysis sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	04/02/2025

Appendix 4 – Carbon Impact Assessment - Cabinet Response to the Recommendations from the Scrutiny Review - OSMB - Childrens Takeover Challenge

Will the decision/proposal impact...	Impact	If an impact or potential impacts are identified			
		Describe impacts or potential impacts on emissions from the Council and its contractors.	Describe impact or potential impacts on emissions across Rotherham as a whole.	Describe any measures to mitigate emission impacts	Outline any monitoring of emission impacts that will be carried out
Emissions from non-domestic buildings?	N/A	N/A	N/A	N/A	N/A
Emissions from transport?	N/A	N/A	N/A	N/A	N/A
Emissions from waste, or the quantity of waste itself?	N/A	N/A	N/A	N/A	N/A
Emissions from housing and domestic buildings?	N/A	N/A	N/A	N/A	N/A
Emissions from construction and/or development?	N/A	N/A	N/A	N/A	N/A
Carbon capture (e.g. through trees)?	Positive Impact	N/A	Impacts associated with recommendation 8 include tree planting and maintenance of green space which could have a small positive impact on carbon sequestration.	N/A	The Council monitors its tree planting programme annually.

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

Healthy eating, including reduced fast food consumption and a greater use of good quality fresh fruit and vegetables may also have small positive benefits for climate change. Fruit and vegetables, un- or low-processed and locally sourced food products generally have lower carbon footprints than their counterparts.

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

The delivery of the scrutiny recommendations has no direct carbon impact for monitoring purposes.

Supporting information:

Completed by: (Name, title, and service area/directorate).	Helen Sweaton Joint Assistant Director, Commissioning, performance and quality.
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]	CIA416 Louise Preston, Climate Change Manager Finance & Customer Services

Committee Name and Date of Committee Meeting

Council – 09 April 2025

Report Title

Proposed Constitution Amendments

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

No

Strategic Director Approving Submission of the Report

Judith Badger, Strategic Director of Finance and Customer Services

Report Author(s)

Phil Horsfield, Assistant Director Legal Services and Monitoring Officer

phil.horsfield@rotherham.gov.uk

Emma Hill, Head of Democratic Services

emma.hill@rotherham.gov.uk

Ward(s) Affected

Borough-Wide

Report Summary

The Council reviews the Constitution annually to ensure that it remains up to date. This is done through the work of the Constitution Working Group which is a cross political group of Councillors. This report is submitted to recommend the approval of amendments to various parts of the Council's Constitution following the work of the Group this year.

Recommendations

That Council approve: -

1. The amendments to Appendix 1 – Council Procedure Rules.
2. The inclusion of a new appendix – Appendix 2 - Council Bodies.
3. The revised delegations including in respect of Company and Share Holding Responsibilities.
4. The amendments to Appendix 3 – Overview and Scrutiny Management Board and Select Commissions Terms of Reference.

5. The amendments to Appendix 4 – Overview and Scrutiny Procedure Rules.
6. The amendments to Appendix 5 – Rotherham Borough Council Responsibility for Functions Overview and Scrutiny Management Board.

List of Appendices Included

Appendix 1 – Council Procedure Rules

Appendix 2 – Schedule of Council Bodies

Appendix 3 – Proposed Terms of Reference for OSMB and Select Commissions

Appendix 4 – Revised Overview and Scrutiny Procedure Rules

Appendix 5 – Proposed Responsibility for Function for OSMB

Appendix 6 – Proposed Changes to Motion-Amendment Flowchart

Background Papers

- The Council's Constitution
- The reports of the Assistant Director, Legal Services/Monitoring Officer presented to the Constitution Working Group
- The report of the Head of Democratic Services presented to the Constitution Working Group

Consideration by any other Council Committee, Scrutiny or Advisory Panel

No

Council Approval Required

Yes

Exempt from the Press and Public

No

Proposed Constitution Amendments

1. Background

- 1.1 The Council continues to seek to strengthen its governance arrangements as part of its continued improvement journey and continues to review all aspects of its Constitution under the oversight of the Constitution Working Group.
- 1.2 Good governance is a core tenet of both the Council's improvement journey and the way the Council now operates. The Constitution has been subject to external review and significant changes have been made to the way in which proposals are developed by Members and officers and how decisions are made across the authority. As the Constitution is the document that empowers the Authority to discharge its function, it is important that the provisions are reviewed, and changes made to strengthen the Council's governance and accountability arrangements.
- 1.3 This report presents the proposed amendments identified through discussions with Members of the Constitution Working Group as means of improving the Council's governance regime as set out in the papers and recommended to Council as a part of that process.

2. Key Issues

Council Procedure Rules

Budget Council Meeting

- 2.1 A meeting of the Council will take place before 10 March each year in order to calculate the budget requirement and set the Council Tax.
- 2.2 The proposal is that this Council meeting will be deemed to be a Budget Council Meeting. The agenda would be limited to the Council's Budget and Council Tax Setting and agreement of the Municipal Meeting Calendar.
- 2.3 There would be the ability for urgent items to be considered by exception.
- 2.4 The proposed change would continue to ensure that Council Procedure Rule, Part 1(2) is maintained with Annual Council, and no fewer than six ordinary meetings held in the Municipal Year including Budget Council.

Procedure Rule 11 – General questions by Members at Council meetings

- 2.5 The proposal is to amend Procedure Rule 11 to introduce:
 - A one-hour time limit for all questions and answers
 - A maximum of fifteen questions for both Spokesperson and Cabinet Member whereby a maximum of five questions may be asked in the meeting with ten receiving a written response which would be formally minuted and recorded as part of the minutes of the meeting.

The first five questions received would be verbally put at the meeting.

- A time limit of 1 minute for Supplementary Questions to be asked.
- The ability for a Member to request a written response with the response being formally minuted and recorded as part of the minutes of the meeting.

Procedure Rule 12 – General questions by members of the public at Council meetings (Council and all sub-committees of Council)

- 2.6 The proposal is to amend Procedure Rule 12 to introduce:
- An overall twenty-minute time limit
 - A one-minute time limit on Supplementary Questions
 - Where the twenty minute time limit is reached and members of the public have not had an opportunity to ask their question in the meeting a written response will be provided

Procedure Rule 18 – Notices of motions, order of motions, consideration of motions and unconnected business

- 2.7 The proposal is to amend Procedure Rule 18 to introduce:
- An overall time limit of one hour thirty minutes (90 minutes)
 - Any Motion still to be considered when the time limit had been reached would be proposed, seconded and voted on in turn but without speeches or debate
 - Reducing proposer speech to five minutes
 - Reducing seconder speech to three minutes
 - Reducing 'right of reply' to five minutes
 - Removing 'right of reply' for proposer of an amendment
 - Removing the ability for Members and Groups to submit an amendment to their own Motion
 - Reducing time allowed for speeches as part of the debate to three minutes from five minutes
 - Deadline for receipt of amendments to be brought forward to 2pm on Tuesday preceding Wednesday Council Meeting
 - Introducing a deadline for confirmation of acceptance of amendment by proposer and seconder of the original Motion of 5pm on the Tuesday preceding Wednesday Council Meeting. If not received proceed as amendment not accepted circulating to all Members ahead of the Mayor's Letter circulation on day of Council meeting.
- 2.8 The proposal is to amend Procedure Rule 18(6). The purpose of the amendment is to ensure that any motion is properly moved and seconded before the debate or substantive introduction of the item. The addition of the underlined wording below is suggested:
- 2.9 (6) Motions and amendments must be formally moved and seconded before the mover introduces the Motion, (the right of the seconder to speak to the motion will not be prejudice by the seconding of the motion) as set out on the agenda. If a motion or amendment is not moved and seconded, it is treated as withdrawn and cannot be moved without fresh notice.

Council Procedure Rules Part 1 Council Meetings (9) – Leader’s Statement

- 2.10 The proposal is to amend the Constitution to offer the Majority Opposition Leader the opportunity to respond to the Leader’s Statement as the first Member called for a period of not more than 10 minutes and for the Leader of the Council to respond to the Majority Opposition Leader’s comments before moving to all Member questions on the statement for a period of not more than 10 minutes.

New Appendices – Council Bodies

- 2.11 This would add a new appendix to the Constitution that provides for the Terms of Reference of each of the Bodies listed in Appendix 2 of this Report. As can be seen the Terms of Reference vary in their origin but it is suggested that providing for these in the Constitution would aid transparency.

Delegation Changes

- 2.12 The intention of the Scheme of delegation is to enable SLT Members to reallocate responsibilities within their areas and to enable the Chief Executive to reallocate roles and proper officer functions in line with any changes to structures and responsibilities between the various Directorates.
- 2.13 There have been some alterations to the Council structures and responsibilities to facilitate better working and accommodate changes in workloads. This has created situations where the officer who has formal delegated responsibility for the matter no longer has managerial responsibility.
- 2.14 The proposal is to amend the Scheme to enable delegations to be altered where there are changes to roles and responsibilities of Council Officers. Therefore, it is proposed to put in place a delegation to the Chief Executive Officer and Members of the Strategic Leadership Team:

“In respect of delegated functions, the allocation or reallocation or authorisation of Officers (including the allocation or reallocation of Proper Officer functions) with the exception of functions of the Head of Paid Service, Section 151 Officer and Monitoring Officer. Where such functions are provided for in the Constitution then the Monitoring Officer must be made aware of any such allocation, reallocation or authorisation.”

- 2.15 The other element proposed is to enable the Monitoring Officer to discharge the Authority’s functions in respect of any Shareholding. The use of this delegation would be subject to consultation with the Portfolio Holder and the Cabinet Member within whose portfolio the matter falls. This ensures that there is a clear and transparent codification of the approach to these matters. The proposed wording of the delegation is:

“In consultation with the relevant Cabinet Member and Councillor allocated to the relevant body, to carry out all functions exercisable by the Council as a result of the Joint Committee Agreement relating to BDR Waste, Yorkshire Purchasing Organisations and companies and bodies related to those bodies.”

Part II The Executive Etc. - Overview and Scrutiny Committees Terms of Reference (Appendix 4 – Overview and Scrutiny Procedure Rules and Appendix 5 - Rotherham Borough Council Responsibility for Functions Overview and Scrutiny Management Board

- 2.16 The proposal is to make changes to the current Terms of Reference relating to Overview and Scrutiny Management Board and Select Commissions which are considered necessary to ensure that the Term of Reference are up to date, remove duplication and align with statutory guidance and the current Council structure.
- 2.17 The proposed changes are intended to clearly align with changes in statutory guidance including the ability to question statutory partners and representatives of other partner agencies and public bodies about their views on issues, activities and proposals affecting the Borough, specifically reference the Council's scheme for handling petitions, and should the threshold for debate at Council be reached the ability for the petitions referral to overview and scrutiny, remove duplication and align with current Council structures.
- 3. Options considered and recommended proposal**
 - 3.1 The Council has committed to continue to review the Constitution on an annual basis. The proposals set out above in this report have been put forward through discussion and observation by Members and officers on the basis of strengthening governance arrangements.
- 4. Consultation on proposal**
 - 4.1 The Constitution Working Group has been consulted in the development of the proposals submitted to Council for approval.
- 5. Timetable and Accountability for Implementing this Decision**
 - 5.1 If Council approves the recommendations set out above, then the changes to the Constitution could be implemented with immediate effect.
 - 5.2 The Assistant Director of Legal Services/Monitoring Officer is responsible for ensuring implementation of the changes once agreed.

6. Financial and Procurement Advice and Implications

- 6.1 There are no financial or procurement implications arising from the proposed changes to the Constitution.

7. Legal Advice and Implications

- 7.1 As required by statute, the Council should require the Constitution to be current and coherent as the key enabling document that enables the Authority to exercise its decision-making powers and procedures.
- 7.2 The changes proposed within this report are compliant with the provisions of the Local Government Act 2000, which introduced the requirement for Local Authority Constitutions, and subsequent legislation which has further strengthened Local Authority governance.

8. Human Resources Advice and Implications

- 8.1 There are no human resources implications associated with this report.

9. Implications for Children and Young People and Vulnerable Adults

- 9.1 There are no implications for children and young people, or vulnerable adults associated with this report.

10. Equalities and Human Rights Advice and Implications

- 10.1 In reviewing all recommendations, the Constitution Working Group had regard to equalities requirements and did not identify issues within the proposals recommended as part of this report. Consequently, there are no equalities or human rights implications arising from the proposals within the report.

11. Implications for CO₂ 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 the proposed amendments to the Constitution.

13. Risks and Mitigation

- 13.1 Any update to constitutional procedure creates the potential for confusion and misunderstanding. Mitigations will be put in place to address any such risks.

Risk	Mitigation
Members may be unaware of the new procedure rules	Clear communication of the changes All web pages and online guidance will be updated Member bulletins will be used to further communicate information.
New rules and procedures may be unclear or have ambiguities	Monitor the application of the new rules The Monitoring Officer to provide advice and guidance where required
The public may be unaware of the new procedure rules	All web pages and online guidance will be updated

Accountable Officer(s)

Phil Horsfield, Assistant Director of Legal Services
Emma Hill, Head of Democratic Services

Approvals obtained on behalf of:

	Name	Date
Chief Executive	Sharon Kemp	01/04/25
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	31/03/25
Assistant Director of Legal Services (Monitoring Officer)	Phillip Horsfield	31/03/25
Assistant Director of Human Resources (if appropriate)	Lynsey Linton	01/04/25
The Strategic Director with responsibility for this report	Judith Badger, Strategic Director of Finance and Customer Services	31/03/25
Consultation undertaken with the relevant Cabinet Member	Leader of the Council - Councillor Read	01/04/25

Report Author: Emma Hill, Head of Democratic Services
emma.hill@rotherham.gov.uk

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

ROTHERHAM BOROUGH COUNCIL
COUNCIL PROCEDURE RULES

PART I
COUNCIL MEETINGS

Annual meeting etc

- 1 [Annual Meeting and other Council meetings](#)
- 2 [Timing and Business of the Annual Council Meeting](#)
- 3 [Ordinary Council Meeting](#)
- 4 [Budget Council Meeting](#)
- 5 [Extraordinary Council Meetings](#)
- 6 [Declarations of Interest](#)
- 7 [Quorum for Council Meetings](#)
- 8 [Appointment of Mayor and Deputy Mayor of the Council](#)
- 9 [Leader's Statement](#)

Council minutes and questions at Council meetings

- 10 [The minutes of Council meetings](#)
- 11 [General questions by members at Council meetings](#)
- 12 [General questions by members of the public at Council meetings](#)
- 13 [Petitions](#)
- 14 [Report of the Chairperson of the Overview and Scrutiny Management Board](#)

Motions

- 15 [Notices of motions, order of motions, consideration of motions and unconnected business](#)
- 16 [Motions that may be moved without notice](#)
- 17 [Previous Decisions and Motions](#)

Rules of debate and voting

- 18 [Rules of debate for Council Meetings](#)
- 19 [Voting](#)

Misconduct or disruption at Council meetings

- 20 [Misconduct by a member at a Council meeting](#)
- 21 [Disruption of a Council meeting by a member of the public](#)

Miscellaneous provisions

- 22 [The Council in committee](#)
- 23 [Recording Council meetings](#)
- 24 [Members' record of attendances](#)

PART II

ELECTION OF THE LEADER AND APPOINTMENT OF COMMITTEES OF THE COUNCIL

Cabinet and committees

- 25 [Election of the Leader](#)
- 26 [Appointment of committees](#)
- 27 [Appointment of the chairperson and vice-chairperson of the Cabinet and each committee](#)

Meetings etc of the Cabinet and committees

- 28 [The summoning of meetings of the Cabinet and committees](#)
- 29 [Procedure Rules in Part I to apply to committees](#)
- 30 [Attendance by a non-member of the Cabinet or a committee at the invitation of the chairperson of the Cabinet or committee](#)

PART III

MISCELLANEOUS PROVISIONS

- 31 [Suspension of Procedure Rules](#)
- 32 [Variation, revocation or supersession of Procedure Rules](#)
- 33 [Interpretation of Procedure Rules](#)

PART IV

PROCEDURE RULES FOR THE APPOINTMENT OF COUNCIL REPRESENTATIVES TO EXTERNAL ORGANISATIONS AND PARTNERSHIPS

- 34 [Scope of Rules](#)
- 35 [Determination of Outside Bodies to which an appointment should be made](#)
- 36 [The Appointment Procedure](#)
- 37 [Support for Appointees](#)

PART V

PETITION SCHEME

ANNEX 1

MOTION/AMENDMENT FLOWCHART

PART I COUNCIL MEETINGS

Annual meeting etc

1. Annual Meeting and other Council meetings

- (1) Dates and times of Council meetings will be agreed by the Council at the Annual-Budget Council Meeting. Additional meetings will be agreed by the Council as required. They will start at 2.00pm, unless otherwise determined by the Mayor.
- (2) There will be an Annual Meeting, a Budget Council meeting and no fewer than six further ordinary meetings of the Council in each municipal year.

2. Timing and Business of the Annual Council Meeting

- (1) In the year when there is an ordinary election of councillors, the Annual Meeting will take place within 21 days following the retirement of the outgoing councillors. At this meeting, the Council will elect a Leader to serve for a four-year term or until the next Annual Meeting after ordinary whole Council elections.
- (2) In any other year, the Annual Meeting will take place at a time of the Council's determination in April or May and will consider the following business:
 - (i) Elect a person to preside if the Mayor or Deputy Mayor of the Council are not present.
 - (ii) Elect the Mayor of Rotherham as Chairperson of the Council.
 - (iii) Elect the Deputy Mayor of Rotherham as Vice-Chairperson of the Council.
 - (iv) Approve the minutes of the last meeting.
 - (v) Receive any announcement from the Mayor, as chairperson of the meeting.
 - (vi) Note the decision of the Leader as to the number of Members of the Executive; who he/she has appointed to those roles; the scope of their respective portfolios and the terms of delegation to them and officers.
 - (vii) Appoint Members to all committees, boards and panels, as appropriate, to deal with matters which are neither reserved to the Council nor are executive functions.
 - (viii) Agree the scheme of delegation (*Responsibility for Functions*); and
 - (ix) Consider any urgent business requiring consideration at the meeting.
- (3) The Council will:
 - (i) decide which member level bodies to establish for the municipal year;

- (ii) decide the size and terms of reference for those bodies;
- (iii) decide the allocation of seats to political groups in accordance with the political balance rules;
- (iv) receive nominations of Members to serve on committees and joint committees; and
- (v) appoint to those committees and joint committees, except where appointment to those bodies has been delegated by the Council or is exercisable only by the Executive.

3. Ordinary Council meetings

- (1) Ordinary meetings of the Council will take place in accordance with the calendar of meetings decided at the Budget Council Meeting.
- (2) The order of business at ordinary meetings will be as follows:
 - (i) elect a person to preside if the Mayor and Deputy Mayor are not present;
 - (ii) Mayor's announcements;
 - (iii) to approve as a correct record and sign the minutes of the last meeting of the Council;
 - (iv) receive any declarations of interest from councillors;
 - (v) to deal with any business required by statute to be done before any other business;
 - (vi) to receive and consider any petitions received in accordance with the Council's Petition Scheme
 - (vii) to deal with any other business expressly required by statute (not required under (v) above) or specified in the summons including reports from the Executive, Proper Officers, Overview and Scrutiny Committees or Joint Committees and Partners;
 - (viii) to answer questions asked under Procedure Rule 11;
 - (ix) to consider motions; and
 - (x) other business, if any, specified in the summons

4. Budget Council Meetings

- (1) A meeting of the Council will take place before 10 March each year in order to calculate the budget requirement and set the Council Tax.

(2) This meeting will be deemed to be a Budget Council (as a standard agenda meeting) operating outside the parameters of an Ordinary Meeting -meeting but will operate within the meaning of an Ordinary meeting, as set out at Procedure Rule 3.

(2)(3) The standard agenda will include Budget and Council Tax Setting for the forthcoming financial year; the HRA Business Plan, Rent Setting and Service Charges for the forthcoming financial year (if not approved at a prior Council meeting) and the Calendar of Meeting for the forthcoming municipal year. In exceptional circumstances and at the discretion of the Mayor, urgent items are permitted on the agenda.

~~(3)~~(4) The Calendar of Meetings for the forthcoming municipal year, including dates and times of Council and Committee meetings, will be submitted for approval to this meeting annually. Any in-year changes to the regular schedule of a Committee can be proposed by any member of that Committee for discussion, with notice to be given with the meeting papers in advance of any decision to be taken. A simple majority of all Members of the relevant Committee in a formal vote is required to approve any changes.

5. Extraordinary Council Meetings

- (1) Those listed below may request the Chief Executive to call extraordinary Council meetings:
 - (i) the Council by resolution.
 - (ii) the Mayor, on advice from the Chief Executive and/or Monitoring Officer.
 - (iii) the Monitoring Officer.
 - (iv) any five members of the Council if they have signed a requisition presented to the Mayor and he/she refused to call a meeting or has failed to do so within seven days of the presentation of the requisition.
- (2) The business to be carried out at an extraordinary meeting shall be restricted to those items referred to in the notice convening the meeting unless the Mayor decides otherwise.

6. Declarations of interests

- (1) In discharging his/her duties as a councillor, a Member of the Council shall abide by the guidance contained in the Council's *Code of Conduct for Members and Co-opted Members and the Member/Officer Protocol*.
- (2) Officers of the Council must abide by the provisions of the Council's *Code of Official Conduct* and any guidance issued from time to time by the Council's Standards and Ethics Committee.
- (3) At the start of a Council meeting, or upon reaching the relevant item in the agenda, Members and officers shall make any declarations of interests that they are required to make in accordance with this procedure rule.
- (4) On and after the coming into force of the provisions in relation to disclosable pecuniary interests in Chapter 7 (standards) of Part 1 of the Localism Act 2011, except where the Monitoring officer or the Standards and Ethics Committee, as the case may be, has granted a Member a dispensation in relation to an item of business of which the Member has a disclosable pecuniary interest, the Member must not take part in the discussion or vote on the item and must withdraw from the meeting room, including the public gallery, before the item is considered by the meeting.

- (5) In the case of personal interests under the Code of Conduct, except where the Monitoring Officer or Standards and Ethics Committee as the case may be, has granted a Member a dispensation in relation to an item in which a Member has a personal interest, the Member must not take part in the discussion or vote on the item and consider whether the interest is of such significance that it warrants withdrawal from the meeting.
- (6) Declarations of interests by Members shall be recorded in the minutes of the meeting at which the interest is declared.
- (7) The Assistant Director of Legal Services shall keep a Register of Members' Interests.

7 Quorum for Council meetings

- (1) The quorum for any meeting of the Council is at least one third of the total number of Members of the Council.
- (2) No business will be considered at a meeting of the Council unless there is a quorum present. If during any meeting the Mayor, after counting the number of councillors present, declares the meeting to be inquorate, the meeting will be adjourned. Any business not carried out will be adjourned to a time fixed by the Mayor at the time the meeting is adjourned, or, if he/she does not fix a time, to the next ordinary meeting of the Council.

8 Appointment of Mayor and Deputy Mayor of the Council

- (1) The members of the Council shall elect annually a chairperson and vice-chairperson of the Council (the Mayor and Deputy Mayor), who shall hold office on the terms and conditions set down in the Local Government Act 1972 and preside at Council meetings.
- (2) In a year with no all-out elections, consideration will be given to the designation of a Mayor-Elect and Deputy Mayor-Elect at the final Council meeting of a municipal year. Nominations will be invited to be proposed in accordance with Council Procedure Rule 15(5), with notice having been provided by 12noon on the sixth clear day before a Council meeting. The members designated as Mayor-Elect, and Deputy Mayor-Elect will be nominated for election as Mayor and Deputy Mayor at the Annual Meeting of the Council.
- (3) In a year with all-out elections, consideration will be given to the designation of a Mayor-Elect and Deputy Mayor-Elect at the Annual Council meeting. Nominations will be invited to be proposed in accordance with Council Procedure Rule 15(5), with notice having been provided by 12noon on the sixth clear day before the Council meeting.
- (4) In the absence of the Mayor and Deputy Mayor, another Member of the Council, who is chosen by the Members of the Council present at the meeting, shall preside and exercise the powers and duties conferred on the

Mayor by these Procedure Rules.

9. Leader's Statement

(1) The Leader of the Council may make a report or statement to the meeting providing an update on any matters relating to the Borough or the Council.

~~(2) Following 9(1), the Leader of the Majority Opposition Group will have the opportunity to respond to the Leader of the Council on any matters relating to the Borough or the Council for a period of no more than ten minutes.~~

~~(2)(3) The Leader of the Council will then respond to the Leader of the Majority Opposition Group before responding to all other questions.~~

~~(4) There will be an opportunity for questions to be put to the Leader of the Council, on the content of the statement, by any Member for a period of up to 10 minutes.~~

10 The minutes of Council meetings

(1) The minutes of the proceedings of Council meetings shall be drawn up and entered in a book or books kept for that purpose and a copy sent to Members with the summons for the next following Council meeting.

~~(2) The minute books for each Council meeting shall comprise the Council Minute Book and the Orange Book. Minutes within the Council Minute Book shall be submitted to the Council meeting for consideration. Minutes within the Orange Book shall be circulated to Members for information, but not considered at the Council meeting.~~

~~(3)(2) The Council Minute Book shall contain: The following minutes of meetings will be submitted to Council for noting:~~

- ~~• the minutes of meetings of the Council;~~
- the minutes of meetings of the Cabinet;
- ~~• the minutes of delegated powers meetings of Members of the Cabinet;~~
- ~~• the minutes of meetings of the Audit Committee;~~
- the minutes of meetings of the Health and Wellbeing Board;
- ~~• the minutes of meetings of the Licensing Board and Licensing Board Sub-Committee;~~
- the minutes of meetings of the Licensing Committee and Licensing Sub-Committee;
- ~~• the minutes of meetings of the Planning Board; and~~
- the minutes of meetings of the Staffing Committee; and
- the minutes of meetings of the Standards and Ethics Committee.

~~(4) The Orange Book shall be available electronically and contain the minutes of the Appeals Panel, Staffing Committee and Select Commissions.~~

~~(5)~~(4) The Mayor shall put the question that the minutes of the preceding Council meeting be approved as a correct record.

~~(6)~~(5) Except upon the question of their accuracy, the minutes of a Council meeting shall not be debated.

~~(7)~~(6) A question on the accuracy of a minute or minutes shall be raised by motion.

~~(8)~~(7) If the minutes are approved without question, or any question on their accuracy is resolved, the Mayor shall certify and sign them as a true record of the Council meeting on the specified date.

~~(9)~~(8) Where an extraordinary meeting of the Council is called between programmed Council meetings, the next programmed meeting of the Council shall be treated as a suitable meeting for the purposes of certifying and signing the minutes of the extraordinary meeting.

~~(10)~~(9) At the invitation of the Mayor, members of the Council may ask questions regarding items of business referred to in the minutes of Cabinet meetings (for a period of no more than 20 minutes) or committee meetings which are included within the Council agenda. Where questions are put, the Mayor will invite the Leader of the Council, the relevant Cabinet Member or Chairperson of a committee to:

- (a) respond directly to the question put;
- (b) refer the Member to a publication of the Council; or
- (c) undertake to provide a written answer for circulation to the Members of the Council.

11 General questions by Members at Council meetings

General questions to Members of the Cabinet and committee chairpersons

- (1) A Member may, subject to Procedure Rule 11(7), ask a general question of a Member of the Cabinet (or his/her representative) or the chairperson (or his/her representative) of a committee that is relevant to the affairs of the Council or the Borough.
- (2) A general question asked under Procedure Rule 11(1) must not exceed 60 words in length and –
 - (a) must not relate to an individual case; and
 - (b) must not, without the Mayor's consent, repeat or substantially repeat any question that has been asked and answered in the preceding three Council meetings.
- (3) Following the reply to a question put under Procedure Rule 11(1), the Member who asked the question may ask a supplementary question of the

Member of the Cabinet (or his/her representative) or the chairperson of the committee (or his/her representative) who responded to the question.

- (4) A supplementary question under Procedure Rule 11(3):
- (a) must relate to the subject matter of the original question and answer;
~~and~~
 - ~~(b)~~ must be fair and reasonable; ~~and-~~
 - ~~(b)(c)~~ must take no longer than one minute to ask.

Questions to be put to representatives nominated to joint authorities and other bodies

- (5) ~~On the conclusion of questions asked under Procedure Rule 11(1) and (3),~~
~~a~~A Member may, subject to Procedure Rule 11(7), ask a question of a Member (or his/her representative) who –
- (a) sits as a member of one or more of the joint authorities or other bodies specified in Procedure Rule 11(6); and
 - (b) who has been nominated by the authority concerned to answer questions on the discharge of the functions of the authority;

and following the reply to a question put under this procedure rule, the Member who asked the question may ask the member who responded to the question a supplementary question in accordance with Procedure Rule 11(4).

- (6) The authorities and bodies referred to in Procedure Rule 11(5) are –
- (a) the South Yorkshire Police and Crime Panel;

The Police and Crime Panel representative will answer questions relating to the business of the Police and Crime Panel, as a designated spokesperson, rather than the affairs of South Yorkshire Police or the Police and Crime Commissioner for South Yorkshire.
 - (b) the South Yorkshire Fire and Rescue Authority;
 - (c) the South Yorkshire Pensions Authority; and
 - (d) the ~~Sheffield City Region Combined Authority~~South Yorkshire Mayoral Combined Authority.

Notice of questions

- (7) A Member must submit a question to be put at the Council meeting, in writing to ~~the Chief Executive~~Democratic Services by 10.00am three working days

before the day of the Council meeting (ordinarily by 10.00am the Friday preceding a Council meeting the following Wednesday),

- (a) to a Member of the Cabinet or the chairperson of a committee; or
- (b) to a Member who is both a representative of the Council and the nominee of a joint authority specified in Procedure Rule 11(6).

~~(8)~~ ~~There shall be no limit to the number of questions that a~~ A Member may submit fifteen questions under Procedure Rule 11(1) and Procedure Rule 11(5) respectively, but the number of questions to be put verbally by a Member at the Council meeting until Procedure Rule 11(1) and 11(5) will be limited to tenfive respectively. Members who submit more than ~~ten~~ fifteen questions will be required to indicate which questions they wish to submit verbally to the Council meeting. Written responses will be provided by the Leader of the Council, relevant Cabinet Member or Chairperson of a committee for any outstanding questions which were not put by the Member after their ~~tenth~~ fifth verbal question at the Council meeting. A record of the response provided will be reported with the minutes of the meeting to the next Council meeting.

~~(8)(9)~~ A Member may submit questions, in accordance with 11(7), but indicating that the question is not put at the meeting and confirming a written response would be accepted and included in the minutes of the meeting.

~~(9)(10)~~ (a) The Assistant Chief Executive, or the officer delegated by him/her to carry out this task, shall draw up a list of questions, and may group together questions addressed to the same Member of the Cabinet or chairperson of a committee that relate to the same subject matter. If a question from a Member substantially duplicates a question of which another Member has already given notice, the Assistant Director of Legal Services may exclude the latter question after consulting the Member who submitted it.

(b) If a question is determined to substantially duplicate a question from another Member and is excluded from the agenda, the original Member asking the question is allowed to ask a supplementary question that relates to the subject of his/her original question.

Manner of answering questions

~~(10)(11)~~ In accordance with this procedure rule, a question and reply shall be put and answered without debate, but the Member to whom a question has been addressed may decline to answer.

~~(11)(12)~~ Questions may be answered by:

- (a) responding directly to the question put;
- (b) referring the Member to a publication of the Council; or

- (c) undertaking to provide a written answer for circulation to the Members of the Council.

Absence of Member

- ~~(12)~~~~(13)~~ In the absence of a Member who gave notice of a question and who has submitted his or her apologies, the question will receive a written answer.
- ~~(13)~~~~(14)~~ In the absence of either a Cabinet Member or Committee Chair, the Leader of the Council or the Vice-Chair of the relevant committee will answer a question on behalf of the absent Member.
- ~~(14)~~~~(15)~~ If an emergency issue or event occurs in the period between the deadline for submission of questions and 12.00pm on the day of the Council meeting, a Member may approach the Chief Executive to ask that a question relating to the event can be asked to a Member of the Cabinet, the chair of a committee or to a Member who is both a representative of the Council and the nominee of a joint authority or other body specified in Procedure Rule 11(6).

Time Limit

- (16) Questions will be asked and answered under 11(1) and 11(5) for a period of no more than one hour. Any questions not asked and answered during this period will receive a written response.

12 General questions by members of the public at council meetings (council and all sub-committees of council)

General questions to the Mayor, Members of the Cabinet and committee chairpersons

- (1) A member of the public may ask one general question of the Mayor, a Member of the Cabinet or the chairperson of a committee in relation to the affairs of the body for which they are responsible.
- (2) Eligibility to ask questions is restricted to members of the public who, in respect of the borough, are:
- in residence (as an elector (or resident with) an elector of the borough)
 - in employment (as your principle or only place of work)
 - in education (at one of the borough's education establishments)

Eligibility will be checked

- (3) Questions must relate to the affairs of the borough
- (4) Questions which repeat or substantially repeat any question that has been asked and answered in the preceding three Council meetings will be rejected. The member of the public will be informed and referred to the

previous question and answer.

- (5) The Chief Executive, in consultation with Mayor or Chair or any sub-Committee, reserves the right to filter/edit questions which they deem to be using offensive or discriminatory language.

Notice of questions

- (6) A member of the public must submit a question to be put to the Mayor, a Member of the Cabinet or the chairperson of a committee, in writing to ~~the Chief Executive~~Democratic Services by 10.00am three working days before the day of the Council meeting, (ordinarily by 10.00am the Friday preceding a Council meeting the following Wednesday)
- (7) The notice must contain the text of the question and the question must not exceed 60 words in length.

Acknowledgement of receipt of notices etc

- (8) ~~The Chief Executive shall date and number the notice on receipt and enter it in a book kept for that purpose in his/her office.~~A record of the questions received will be kept by Democratic Services.
- (9) The Mayor, after taking such advice from the Assistant Director of Legal Services that he/she considers appropriate, may:—
 - (a) exclude a question from the order of business for the meeting on the ground that the question concerns a matter which is outside the Council's area of responsibility or influence or is offensive or unlawful; or
 - (b) make clerical amendments to a question in order to render it fit for adding to the order of business for the meeting.

Manner of answering questions

- (10) The Mayor shall invite the member of the public to read aloud any question submitted in accordance with this procedure rule and invite the appropriate Member of the Cabinet or chairperson of the appropriate committee to reply.
- (11) In accordance with this procedure rule, a question and reply shall be put and answered without debate, but the Member to whom a question has been addressed may decline to answer.
- (12) A question may be answered by:
 - (a) responding directly to the question put;
 - (b) referring to a publication of the Council; or

- (c) undertaking to provide a written answer and to circulate the answer to the Members of the Council.

Supplementary questions

(13) If a question put in accordance with this procedure rule is answered, the member of the public may ask with the Mayor's permission one supplementary question, which must relate to the initial question or response received to the initial question. They will not be permitted to make a statement and the Mayor's discretion will be applied to determine whether a question or statement has been made.

(14) A supplementary question must take no longer than one minute to ask.
~~(13)~~

(15) The Member to whom a supplementary question has been put may decline to answer, may reply in one of the ways specified in Procedure Rule 12(8), or may nominate another member of the Council to reply on his/her behalf.

Time Limit

(16) Questions will be asked and answered under Procedure Rule 12 for a period of no more than 20 minutes. Any questions not asked and answered during this period will receive a written response.

~~(14)~~(17) The Mayor is entitled to use discretion in relation to the time limit.

Questions by members of the public at the Annual Council Meeting

~~(15)~~(18) A member of the public may submit a written question prior to the Annual Meeting in accordance with this procedure rule. Any such questions will not be considered at the Annual Meeting or listed upon the agenda. However a written response will be provided in accordance with Procedure Rule 12(c).

13 Petitions

- (1) A member of the public may present a qualifying petition and speak for a maximum of five minutes.
- (2) A member of the public may ask a Member to present a qualifying petition on his/her behalf, and the Member may speak for a maximum of five minutes in presenting the petition.
- (3) A petition will not be considered if it meets the criteria set in paragraphs 3.1 and 3.3 of the Council's Guidance on Petitions and/or it has not been received by the Council at least ten days before the date of the next Council meeting.
- (4) A qualifying petition with signatures meeting the threshold set out in paragraph 1.1 of the Council's Guidance on Petitions will automatically

trigger a debate of the Council, except where the petition is asking for a senior Council officer to give evidence at a public meeting.

- (5) A petition meeting the criteria set out in Procedure Rule 13(4) may be debated at the meeting at which it is presented, or at a later meeting.
- (6) If debated the vote will be put
- (7) The Council shall decide how to respond to the petition and shall decide either:
 - (a) to take the action the petition requests;
 - (b) not to take the action the petition requests for reasons stated in the debate;
 - (c) to commission further investigation into the matter, which may include reference to a particular committee for its views, prior to consideration at a future meeting of the Council; or
 - (d) to refer the petition to the Cabinet where it relates to an executive function, in which case the Council may make recommendations to the Cabinet, but Cabinet will not be bound by those recommendations in discharging its executive functions.

14 Report of the chairperson of the Overview and Scrutiny Management Board

- (1) At alternate meetings of the Council, the chairperson of the Overview and Scrutiny Management Board ("OSMB") (or his/her representative) shall make a written report to the Council on the work currently being undertaken by the OSMB and the Select Commissions since the previous meeting at which he/she last addressed the council meeting.
- (2) Questions upon the chairperson's report may be asked by any Member of the Council and shall be answered by him/her.

15 Notices of motions, order of motions, consideration of motions and unconnected business

Notice of motion

- (1) A notice of motion must be signed by the proposer and seconder and given in writing to the Assistant Chief Executive, or the officer delegated by him/her to carry out this task, who shall date and number the motion on receipt and enter it in a book kept for that purpose in his/her office.
- (2) The book shall be open for inspection by every Member during office hours.
- (3) Every motion shall relate to the authority's powers or duties or an issue that affects the Borough.

- (4) The Mayor, after taking such advice from the Assistant Director of Legal Services that he/she considers appropriate, may:
- (a) exclude a motion from the order of business for the meeting on the ground that the proposal is offensive or unlawful; or
 - (b) make clerical corrections to the motion, in order to render it fit for adding to the order of business for the meeting.

Order of motions

- (5) In each summons for a Council meeting, the Assistant Chief Executive, or the officer delegated by him/her to carry out this task, shall add to the order of business –
- (a) in the case of a Council meeting on Wednesday, motions for which notice has been received before 12 noon on the Monday of the preceding week; and
 - (b) in other cases, motions for which notice has been received before 12 noon on the day preceding the day for summoning the meeting.
- (6) Motions for which the Assistant Chief Executive, or the officer delegated by him/her to carry out this task, has duly received notice, shall be considered by the Council in the order in which they were received.
- (7) Such motions may be submitted by email and the identification of the proposer and seconder in the email (or any form of Motion attached to the email) shall be deemed to satisfy the requirements of Procedure Rule 15(1) above.

Consideration of motions

- (8) If a motion set out in the summons is not moved and seconded, either by a Member who gave notice or by some other Member, it shall, unless postponed by consent of the Council, be treated as withdrawn and shall not be moved without fresh notice.

Limit on number of motions

- (9) A Member shall not give more than two notices of motion in all, at any one meeting of the Council.

Time Limit

(10) A period of no more than 90 minutes will be permitted for the discussion of Notices of Motion under Procedure Rule 15.

(11) Any Motion still to be considered when the time limit has been reached will be

moved, seconded and voted on in turn without debate.
(10)

16 Motions that may be moved without notice

The following motions may be moved without notice:

- A motion to appoint a chairperson at the meeting at which the motion is made.
- A motion to use the electronic voting system for the whole of the meeting or for an item of business on the agenda for the meeting.
- A motion relating to the accuracy of the minutes.
- A motion that an item of business specified in the summons should take precedence.
- A motion that an item of business should be referred to the Cabinet or a particular committee or a council meeting.
- A motion to appoint a committee or working party (comprising members or officers or both) to deal with an item on the agenda for the meeting.
- A motion to amend the recommended minutes being discussed.
- A motion to adopt the reports and recommendations of the Cabinet, committees or officers and any consequent resolutions.
- A motion that leave be given to withdraw a motion.
- A motion that another motion be amended.
- A motion that the Council proceed to the next item of business.
- A motion that the motion being debated be put to a vote.
- A motion that the debate be adjourned.
- A motion that the Council meeting be adjourned.
- A motion that a procedure rule be suspended, in accordance with Procedure Rule 31(Suspension of Procedure Rules).
- A motion to exclude the press and public from the meeting or part of the meeting.
- A motion that a Member named under Procedure Rule 19 (Misconduct by a Member at a Council meeting) be not further heard or must leave the meeting.

- A motion that the consent of the Council be given, where the consent of the Council is required.

17 Previous Decisions and Motions

- (1) A motion or amendment to rescind a decision made at a meeting of the Council within the past six months cannot be moved unless the notice of motion is signed by at least five Members.
- (2) A motion of amendment in similar terms to one that has been rejected at a meeting of the Council in the past six months cannot be moved unless the notice of motion or amendment is signed by at least seven Members. Once the motion or amendment is dealt with, no one can propose a similar motion or amendment for six months.

18 Rules of debate for Council meetings

Respect for the chairperson

- (1) If the Mayor rises during the meeting, any Member then standing will resume his seat and the Members of the Council shall be silent. Only one Member may rise at one time
- (2) A Member must rise and address the Mayor when speaking.
- (3) If two or more Members simultaneously rise to their feet, the Mayor will call on one to speak and the other or others to return to their seats.
- (4) Except where a Member rises to a point of order or to give a personal explanation, Members must remain seated when one of their number rises to speak.
- (5) Members must address each other by their formal titles when transacting Council business.

Motions and amendments

- (6) Motions and amendments must be formally moved and seconded before the mover introduces the Motion, the right of the seconder to speak to the motion will not be prejudice by the seconding of the motion as set out on the agenda. If a motion or amendment is not moved and seconded, it is treated as withdrawn and cannot be moved without fresh notice.
- (7) The proposer of a motion may, with the permission of the meeting, withdraw the motion. If a motion is withdrawn, a Member cannot speak on it.
- (8) Usually only one motion may be discussed at a time, but the Mayor may allow two or more motions to be discussed together if this is conducive to the efficient conduct of business.

~~(9)~~ An amendment to a motion must be in writing and contain the names of the proposer and seconder. It must be delivered to the Assistant Director of Legal Services at least twenty four hours before the start of the meeting (no later than ~~10.00am~~2.00pm the day prior to the meeting). Amendments will be listed for each agenda item in the order in which they were received. Copies of every amendment received will be made available to every Member ~~at the meeting~~at 5.00pm on the day prior to the meeting.

~~(9)(10)~~ A motion submitted by members of a political group cannot be amended by members of the same political group.

~~(10)(11)~~ An amendment must directly relate to the subject matter of the motion and may:

- (i) Refer the motion to a committee or sub-committee for consideration.
- (ii) Leave out words.
- (iii) Add words.
- (iv) Leave out words and add words.

~~(11)(12)~~ Amendments must not have the effect of nullifying the motion before the meeting.

~~(12)(13)~~ An amendment may be moved and seconded either by the Members who submitted it or other members on their behalf.

~~(13)(14)~~ The proposer of an amendment may withdraw it with the permission of the meeting. If the proposer asks to withdraw an amendment, there shall be no discussion on the amendment until the vote has been taken.

~~(14)(15)~~ The proposer of a motion may, with the consent of the mover of an amendment, incorporate the amendment into the motion. Where the proposer of a motion has accepted a proposed amendment prior to the meeting, the amendment will be incorporated into the Motion for debate before Council and will therefore not need moving and seconding separately. If this happens, ~~unless the motion and amendment stand in the same name~~ the proposer of the amendment will still have the same speaking rights as if the amendment had been dealt with separately.

~~(15)(16)~~ Amendments will be discussed together unless the Mayor decides to discuss each one separately.

~~(16)(17)~~ Amendments will be put to the vote in the reverse of the order in which they were moved at the meeting. The first amendment to be carried will become the substantive motion and other amendments will not be put to the vote.

~~(17)(18)~~ The order of speeches on a motion and any amendment shall be:-

- ~~(i)~~ (i) Proposer of the motion.
- ~~(ii)~~ (ii) Secunder of the motion

~~(iii)~~ ~~(ii)~~ Proposer of the first amendment.

~~(iv)~~ Second of the first amendment

(iii) Proposer and seconder of the second amendment and so on until all movers of amendments have spoken.

(iv) Any member who has not already spoken under paragraphs (i) to (iii) above.

~~(v)~~ ~~Right of reply of movers of amendments in reverse order until right of reply of proposer of second amendment.~~

~~(vi)~~ ~~Right of reply of proposer of first amendment.~~

(vii) Right of reply of proposer of motion.

~~(18)~~(19) A Member may only speak once on a motion except:-

(i) In reply at the conclusion of the debate.

(ii) On a point of order.

(iii) On a point of personal explanation.

(iv) If the first speech was formally to move or second a recommendation or amendment.

~~(19)~~(20) A Member may nominate another Member to exercise any of the above rights to speak.

~~(20)~~(21) When a motion is being debated, the only motions that may be moved are to:

(i) Put the question to the vote immediately.

(ii) Move immediately to the reply of the chairperson of the committee or sub-committee about whose work the motion is concerned, then the reply of the proposer of the motion, then to the vote.

(iii) Refer the matter to the next ordinary meeting or to the Executive, a committee or sub-committee.

(iv) Move to the next business.

(v) Adjourn the debate or the meeting.

(vi) Exclude the public.

Secunder's speech

~~(21)~~(22) In seconding a motion or an amendment to a motion, a Member may declare his/her intention to reserve his/her speech on the motion or amendment until a later part of the debate.

Length and contents of speeches

~~(22)~~(23) A Member must restrict his/her comments to the matter being discussed.

~~(23)~~(24) The following time limits shall apply to speeches:

- a proposer of a motion or an amendment to a motion must restrict his/her speech proposing the motion or amendment to a maximum of ~~ten~~ five minutes;

- a seconder of a motion or an amendment to a motion must restrict his/her speech seconding the motion or amendment to a maximum of ~~five~~three minutes;
- a Member who speaks to a motion or an amendment to a motion must restrict his/her speech to a maximum of ~~three~~five minutes.

When a Member may speak again

~~(24)~~(25) Having spoken to a motion, a Member must not speak again to the motion while it is being debated, except –

- (a) to speak once on an amendment to the motion moved by another Member;
- (b) to move a further amendment if the motion has been amended since he/she last spoke;
- (c) to speak to the motion if his/her first speech was on an amendment moved by another Member (regardless of whether the amendment to which he/she first spoke was carried);
- (d) to exercise a right of reply in accordance with Procedure Rule 18(~~24~~2);
- (e) to speak once on a point of order; or
- (f) to give a personal explanation to the meeting.

Alteration of a motion

~~(25)~~(26) With the consent (given without discussion) of the Members of the Council, a Member may:

- (a) alter a motion of which he/she has given notice, or
- (b) alter with the consent of his/her seconder a motion which he/she has moved;

providing that the alteration is ~~one which could be made as an amendment to the motion~~administrative only and does not introduce new substantive information.

Withdrawal of a motion

~~(26)~~(27) With the consent of his/her seconder and the Members (given without discussion), a Member may withdraw a motion or an amendment to a motion.

~~(27)~~(28) Where the Members have consented to the withdrawal of a motion, a Member may not speak to the motion or propose its amendment.

Right of reply of the proposer of a motion

~~(28)~~(29) Immediately before a motion is put to a vote, the proposer of the motion has the right of reply at the close of the debate. The right of reply will be permitted for ~~ten~~five minutes.

~~(29) Where an amendment to a motion is moved, the proposer of the original motion has the right of reply at the close of the debate on the amendment but must not otherwise speak to the amendment.~~

(30) Once an amendment has been determined, the proposer of an amendment does not have the right of reply at the conclusion of the debate on the original or substantive motion.

Closure of motions

(31) At the conclusion of a Member's speech, another member may move without comment:

- that the question be put;
- that the meeting proceed to the next item of business;
- that the debate be adjourned; or
- that the meeting be adjourned.

(32) Unless he/she is of the opinion that the item of business being considered by the meeting has been insufficiently discussed, on the seconding of a motion under Procedure Rule 18(31) the Mayor shall –

- (a) put to a vote a motion that the question be now put or that the meeting proceed to the next item of business, then if the motion is passed, give the proposer of the original motion the right of reply under Procedure Rule 18(~~29~~8) before putting the motion to a vote; or
- (b) put to a vote a motion to adjourn the debate or the meeting without giving the proposer of the original motion the right of reply.

Points of order

(33) A Member may only raise a point of order at the end of the speech to which it relates. A point of order may only relate to an alleged breach of these Council Procedure Rules or the law. The Member must indicate the rule or law and the way in which he/she considers it has been broken. The Members'

speech will be limited to one minute, with any additional time to be agreed at the discretion of the Mayor. The ruling of the Mayor on the matter will be final.

Personal explanation

- (34) A Member may only make a point of personal explanation at the end of a speech to which it relates. A personal explanation may only relate to some material part of the earlier speech by the Member, which may appear to have been misunderstood in the present debate. The Member's speech will be limited to one minute, with any additional time to be agreed at the discretion of the Mayor. The ruling of the Mayor on the admissibility of a personal explanation will be final.

19 Voting

- (1) The method of voting at Council meetings shall be by a show of hands or, where requested or required by law, a recorded vote.
- (2) Before a vote is taken, a Member may request a recorded vote. That Member must be supported by five other Members who show their support by standing in their places. The Mayor will have the discretion to refuse a recorded vote if he/she considers the request to be unreasonable to impede the proper discharge of the business of the meeting. The vote will then be recorded in the minutes of the meeting to show how each Member present voted (or whether they abstained from voting). The Mayor will announce the numerical result as soon as it is known.
- (3) In the case of an equality of votes, the Mayor shall have a second or casting vote.
- (4) Subject to Procedure Rule 19(5), where a Member present at a Council meeting requires the manner in which he/she cast his/her vote or abstained from voting to be recorded in the minutes of the meeting, immediately after the vote is taken the Clerk to the meeting (Head of Democratic Services) shall record in the minutes of the meeting whether that Member cast his/her vote for the question or against the question or whether he/she abstained from voting.
- (5) For the purpose of Procedure 19(4), the leader of the majority opposition group may indicate to the Clerk to the meeting (Head of Democratic Services) how his/her colleagues had cast their votes for or against the question put to the vote or abstained from voting.
- (6) Where the Council votes to set its budget and on any decision relating to the making of a calculation in respect of setting the level of Council Tax, the names of those voting for or against the decision or who abstained from voting will be recorded in the minutes of the meeting by means of a recorded vote in accordance with Procedure Rule 19(2) above.

- (7) For the avoidance of doubt, the rule detailed in Procedure Rule 19(2) above applies to proposed amendments, as well as to a substantive motion.

20 Misconduct by a Member at a Council meeting

Misconduct

- (1) No Member shall impute unworthy motives to, or use offensive or unbecoming words about another Member or be guilty of tedious repetition.

Member not to be heard further

- (2) If a Member persistently disregards the ruling of the Mayor by behaving improperly or offensively or deliberately obstructs business, the Mayor may move that the Member be not heard further. If seconded, the motion will be voted on without discussion.

Member to leave the meeting

- (3) If the Member continues to behave improperly after such a motion is carried, the Mayor may move that either the Member leaves the meeting or that the meeting is adjourned for a specified period. If seconded, the motion will be voted on without discussion.

General disturbance

- (4) If there is a general disturbance making orderly business impossible, the Mayor may adjourn the meeting for as long as he/she thinks necessary.

21 Disruption of a Council meeting by a member of the public

- (1) If a group or an individual member(s) of the public interrupts the proceedings at any meeting, the Mayor shall warn the person(s) concerned. If the interruption continues, the Mayor shall order their removal from the meeting room.
- (2) In case of general disturbance in any part of the room open to the public, or of the premises where the meeting is being held, the Mayor will order that part to be cleared. If in the Mayor's view, this is not practicable and it is not possible to continue the meeting in the light of the disturbance, he/she may rule that the meeting should be reconvened in a different venue.

22 The Council in committee

- (1) The Council may by vote resolve itself into a committee of the whole Council.
- (2) While sitting as a committee of the whole Council, the restriction on the number of times a Member may speak to a question will not apply.

23 Recording Council meetings

- (1) In accordance with the Openness of Local Government Bodies Regulations 2014 the filming and recording of the public sessions of any Council, Cabinet, committee or panel meetings through any audio, visual or written methods will be allowed, providing this does not disturb the conduct of the meeting.
- (2) The Chairperson of the relevant meeting will have the power to withdraw this permission should it prove necessary due to the nature of the meeting or if the conduct of the meeting is disturbed, for example, through flash photography, intrusive camera or lighting equipment, noise interrupting the meeting or those observing the meeting or the behaviour of the person filming the meeting.
- (3) Subject to Procedure Rule 23(1) and (2) above, reasonable facilities will be provided for anyone wishing to record or film at a meeting. Whilst notice is not formally required, anyone intending to film or record at a meeting is asked to contact the relevant Democratic Services Officer in advance of the meeting so that the Chairperson, other Members and any members of the public present can be informed, and the necessary arrangements made.
- (4) All those visually recording a meeting must remain in designated areas within the meeting room and are requested to only focus on recording Members, officers and the public directly involved in the conduct of the meeting. Should any member of the public participating in the meeting object to being filmed then the Chairperson will, wherever possible, make arrangements for that individual to be excluded from the recording.
- (5) Covert recording/filming at meetings will not be permitted and the person filming will be asked to provide an assurance that:
 - (a) recordings will include sound and vision;
 - (b) the original version will be available to the Council on request; and
 - (c) that recordings will not be edited in a potentially misleading way.
- (6) If a meeting passes a motion to exclude the press and public then all right to record the part of the meeting to which the exemption applies will be removed.

24 Members' record of attendances

- (1) The Assistant Chief Executive, or the officer delegated by him/her to carry out this task, shall keep a record of the attendances of each Member of the Council at meetings of the Council, the Cabinet, a committee of the Cabinet

or a committee.

PART II
ELECTION OF THE LEADER AND APPOINTMENT OF COMMITTEES OF THE COUNCIL

25 Election of the Leader

- (1) At any Annual Meeting held on a day when the Leader's term of office is to end, or any ordinary meeting where the Leader's term of office is not co-terminous with the Annual Meeting, the Members of the Council shall elect a Leader.
- (2) The Leader may announce at the Annual Meeting of the Council the names of the Members he/she has appointed to the Cabinet, their portfolios and any amendments made to the Council's *Responsibility for Functions* in relation to executive functions. If the Leader does not do this at the Annual Meeting of the Council, he/she must notify such appointments, portfolios and changes to the Assistant Chief Executive directly when they are made. The Assistant Director of Legal Services will amend the Council's *Responsibility for Functions* in relation to executive functions, accordingly, notify all Members of the Council of such appointments, portfolios and changes and formally report these to the next ordinary meeting of the Council.
- (3) The process outlined in Procedure Rule 25(2), with any necessary modification, will apply on any other occasion when the Leader:
 - removes a Member of the Cabinet from office;
 - appoints another Member of the Council as a Member of the Cabinet;
 - makes any changes to the portfolios of Members of the Cabinet; or
 - makes any changes to the Council's *Responsibility for Functions* in relation to executive functions.

26 Appointment of committees

- (1) At the Annual meeting of the Council, the Members of the Council shall determine:
 - (a) the committees that they consider necessary to discharge the Council's non-executive functions for the municipal year;
 - (b) the terms of reference of each committee; and
 - (c) the delegation arrangements as set out in the Council's *Responsibility for Functions* in relation to Council committees and officers in relation to non-executive functions.
- (2) A committee of the Council shall continue in being until the next following annual meeting of the Council, unless the committee is dissolved by resolution of the Council at an earlier date.

- (3) A Member of a committee shall hold that position until the next following Annual Meeting of the Council, unless before that date the Member is removed from that position by resolution of the Council, or he/she retires or resigns from office or is suspended from being a Member or is disqualified from holding the office of councillor.
- (4) Councillors may nominate substitutes from within their political group for committees, joint committees, sub-committees, working groups and panels (and the Monitoring Officer shall have authority to give effect to those nominations in accordance with this procedure rule), provided that in the case of the:
 - (a) Regulatory committees, sub-committees and Audit Committee, substitutes must have received suitable training;
 - (b) Scrutiny committees, all councillors except Cabinet members are permitted to be substitutes.

Notice of substitution (or any cancellation) stating the name of the substitute must be given to Democratic Services before the commencement of the meeting concerned. Notification is for each meeting or until further notice. If the original appointed member arrives when the meeting is in progress, the substitution will remain effective and the original appointed member will not be allowed to participate in the decision making. It is not possible to substitute for part of a meeting only. The meeting shall be informed of any substitutions before the commencement of the meeting. Substitute members have all the powers and duties (including compliance with any mandatory training requirements) of any appointed member but are not able to exercise any special powers or duties exercisable by the appointed member.

27 Appointment of the Chairperson and Vice-Chairperson of the Cabinet and each committee

- (1) The Leader shall be the chairperson of the Cabinet and the Deputy Leader shall be the vice-chairperson.
- (2) The chairperson and vice-chairperson of each committee shall be appointed at the Annual Council meeting, failing which the members of each committee shall choose a chairperson and vice-chairperson at the first meeting of the committee, who shall hold office until such time as appointments to those positions are made or ratified at a subsequent meeting of the Council.
- (3) In the absence of the chairperson, the vice-chairperson shall preside, and in the absence of both the chairperson and vice-chairperson, the Members of the Cabinet or the particular committee shall appoint a chairperson for the meeting.
- (4) The chairperson and vice-chairperson of a committee will hold those positions until the next following Annual Meeting of the Council unless, as the case may be, the chairperson or vice-chairperson –

- (a) retires or resigns from office or is suspended from being a councillor or is otherwise disqualified from being a Member of the Council or removed from that position by resolution of the Council; or
 - (b) the particular circumstances make it impractical for him/her to perform his/her duties in that position.
- (5) In the event of the office of chairperson or vice-chairperson of a committee becoming vacant during the municipal year for any reason, the Council shall make an appointment to that position at an ordinary meeting of the Council.

28 The summoning of meetings of the Cabinet and committees

- (1) The Assistant Chief Executive, or the officer delegated by him/her to carry out this task, shall summon a meeting of the Cabinet, a committee of the Cabinet or a committee at the request of the chairperson or, in the absence of the chairperson, the vice-chairperson.

29 Procedure Rules in Part I to apply to committees

- (1) Procedure Rules 3 (Ordinary Council Meetings), 17 (Previous Decisions and Motions), 18 (Rules of debate for Council meetings), 19 (Voting), 20 (Misconduct by a Member at a Council meeting), 21 (Disruption of a Council meeting by a member of the public), 23 (Recording Council meetings) and 24 (Members' record of attendances), in Part I, shall apply with any necessary modification to meetings of the Cabinet and committee meetings.

30 Attendance by a non-Member of the Cabinet or a committee at the invitation of the Chairperson of the Cabinet or committee

- (1) A Member invited to attend a meeting of the Cabinet or a committee shall not be entitled to vote on any matter before the Cabinet or the committee.

PART III
SUSPENSION ETC AND INTERPRETATION OF PROCEDURE RULES

31 Suspension of Procedure Rules

- (1) Procedure Rules 1 to 9 and 19 may not be suspended.
- (2) Subject to Procedure Rule 31(1), a Member may request the Mayor's permission to move the suspension of a procedure rule for a stated purpose.
- (3) On the granting of permission under Procedure Rule 31(2), the question shall be put immediately and without amendment or debate to a vote of the Members.
- (4) If on the question being put or a division being taken it appears that not less than two-thirds of the Members present and voting are in favour of the request, the motion for the suspension of the procedure rule shall be put immediately and without amendment or debate to a vote.

32 Variation, revocation or supersession of Procedure Rules

- (1) These procedure rules shall not be altered, revoked or superseded without the prior recommendation of the Cabinet.

33 Interpretation of Procedure Rules

- (1) The ruling of the Mayor on the construction or application of any of these Procedure Rules, or on any proceedings of the Council, shall be final and not challenged at any Council meeting.
- (2) Except for the powers and duties conferred or imposed on the Strategic Director of Finance and Customer Services and the Assistant Director of Legal Services, any power or duty conferred or imposed on a director of service, in accordance with these Procedure Rules, may be exercised by the Strategic Director for the directorate concerned or the Chief Executive.
- (3) A reference in these Procedure Rules to the masculine gender includes the feminine and, where the context requires, the singular includes the plural and vice-versa.
- (4) The term "committee" includes a joint committee or joint authority and a sub-committee.

PART IV
PROCEDURE RULES FOR THE APPOINTMENT OF COUNCIL
REPRESENTATIVES TO EXTERNAL ORGANISATIONS AND PARTNERSHIPS

34 Scope of Rules

- (1) These Procedure Rules relate to those external organisations and partnerships (referred to as Outside Bodies) which have requested the Council to appoint an Elected Member (or suitable nominee) to them
- (2) For the avoidance of doubt, these Procedure Rules do not apply to appointments to Joint Committees/authorities which are reserved to Council.
- (3) Additionally, it is recognised that, often at a local level, individual Elected Members may be personally approached to attend meetings of a variety of organisations in their personal capacity rather than in their capacity as a Councillor. Such instances are not covered within the scope of these Procedure Rules

35 Determination of Outside Bodies to which an appointment should be made

- (1) The Head of Democratic Services will maintain a list of all Outside Bodies to which the authority appoints an Elected Member.
- (2) Each year the Cabinet will review the list of notified Outside Bodies and will determine whether the authority should make/continue to make an appointment to those bodies.
- (3) Determination will be based on one or more of the following criteria being met:
 - (a) the proposed appointment is a statutory requirement
 - (b) the proposed appointment would be consistent with the Council's policy or strategic objectives; and/or
 - (c) the proposed appointment would add value to the Council's activities.
- (4) Requests to make an appointment received after such an annual review will be similarly referred to the Cabinet for determination by reference to the same criteria.

36 The Appointment Procedure

- (1) In April each year (and after elections have taken place every fourth year after 2016), the Head of Democratic Services will circulate the list of positions on outside bodies to the political groups of the Council for nominations to be submitted to the first Cabinet meeting of the new municipal year.

- (2) The Cabinet will be responsible for making any appointment. In doing so, the Cabinet should have regard to a Member's current interests prior to making any appointment. Whilst not being bound by the requirements of political balance, a key consideration for the Cabinet in appointing representatives will be to ensure appropriate representation of the Council's views and policies.
- (3) The Cabinet will be responsible for making any appointment. In doing so, the Cabinet should have regard to a Member's current interests prior to making any appointment. The Cabinet will also have regard to, but not be bound by, the principle of securing an overall allocation of places which reflects the proportion of Members from each Political Group on the Council as a whole.
- (4) All appointments will be subject to annual change unless otherwise stated in the constitution of the external organisation. Each appointment (including in-year replacements) runs for the municipal year, ending at the next Annual Council Meeting.
- (5) Elected Members will fill all available appointments, but it is recognised that Political Groups may not wish to take up vacancies which are made available to them. In such circumstances vacancies will be notified to the Cabinet and a decision sought as to whether the vacancy will be filled.
- (6) A vacancy occurring during the municipal year will normally be referred to the Cabinet for an appointment to be made, having regard to the principles as described above.

37 Support for Appointees to Outside Bodies

- (1) **Lead officer:** A lead officer will be identified by the Head of Democratic Services in consultation with the relevant Strategic Director for all relevant appointments. This officer will work closely with the appointed Member(s) to provide briefings and support. Further advice will also be offered by the Chief Finance Officer and/or the Monitoring Officer, as appropriate.
- (2) **Briefings:** For organisations which are community focussed and/or about encouraging local engagement, a lead officer will not be allocated unless the Strategic Director and/or relevant Cabinet Member for the service area deem that this will be beneficial. However, the representative may still seek support and briefings from Council officers.
- (3) **Induction:** External organisations are expected to provide an induction into their affairs for newly appointed Council representatives. In the case of those organisations that are of a strategic interest to the Council, it is the lead officer's responsibility to ensure that an induction is arranged.

**PART V
PETITION SCHEME**

ROTHERHAM BOROUGH COUNCIL



PETITION SCHEME

1. [Guidelines for submitting a petition](#)
2. [How the petition will be dealt with](#)
3. [Matters excluded from the petition scheme](#)
4. [The Council's response to petitions](#)
5. [Review](#)
6. [E-petitions](#)

1. Guidelines for submitting a petition

1.1 Petitions to the Council must include:

- A clear and concise statement covering the subject of the petition. It should state what action the petitioners wish the Council to take. The petition should be directed at the Council, not to specific Members or officers.
- The subject matter of the petition must relate to a function of the Council, or its partner authorities if the petition relates to an improvement in the economic, social or environmental wellbeing of the borough which a partner authority could contribute to. Petitions may also relate to matters which are sub-regional and cross-authority.
- The petition should contain the name, address and signature of at least 20 people who either are resident, work or study in the borough of Rotherham. This includes under 18 year olds.

1.2 Petitions should be accompanied by the contact details of the lead petitioner, including an address and/or telephone/email details. This is the person the Council will contact to explain the process for considering petitions. The contact details of the lead petitioner or any of the petitioners will not be published by the Council. If the petition does not identify a lead petitioner, we will contact signatories to the petition to agree who should act as the lead petitioner.

1.3 If the petition does not follow the guidelines set out above a letter will be sent to the lead petitioner explaining that the guidelines have not been met and that the petition has been forwarded to the appropriate Strategic Director for consideration.

2. How the petition will be dealt with

- 2.1 The petition will normally be acknowledged in writing within 5 working days of receipt although there may be a delay if it is not clear from the petition who the lead petitioner is.
- 2.2 The lead petitioner will need to confirm how he/she would prefer the petition to be dealt with and assistance will be provided by [Democratic Services](#) to help the lead petitioner decide which is the most appropriate route. Petitions will be progressed in one of the following ways:

Officer (relevant Strategic Director)

On receipt the petition will be forwarded to the relevant Strategic Director who has responsibility for the subject matter of the petition. The Strategic Director will nominate a Named Senior Officer to deal with the petition and the Named Senior Officer will contact the lead petitioner within 3 weeks to inform them of what action will be taken on the petition. As a lead petitioner you will be informed within the 3 week period if action has already been taken on the matter before the petition was received, or is in the process of being taken.

The Named Senior Officer will consult with the councillor who is the Member of the Cabinet holding the relevant portfolio for the service area, and if the subject matter of the petition is concerned with a particular locality, the ward councillors, to determine the action to be taken. The lead petitioner will be notified of the outcome in writing. However, it may be appropriate for the Named Senior Officer to take a report to a meeting of the Cabinet or another council committee. The lead petitioner and local ward councillors will be informed of the date of the meeting with an invitation to attend. After the meeting the Named Senior Officer will confirm the outcome to the lead petitioner, local ward councillors and any other relevant Member in writing within 10 working days.

Meetings of Full Council

Petitions can be presented to a meeting of [Council](#). All Councillors on the Metropolitan Borough Council of Rotherham are Members of Council, so attending one of these meetings will provide the opportunity for the views in the petition to reach all Councillors.

The ordinary meetings of Council are held approximately every six weeks, and as a limit of 5 petitions are considered at each meeting, the lead petitioner should contact [Democratic Services](#) at the earliest opportunity. If there are more than 5 petitions then it will be necessary to consider the petitions that were received latest at the next meeting. At the Council meeting, a representative of the petitioners may speak on the subject matter of the petition for 5 minutes after presenting their petition to the Mayor. Council will not debate the petition but can refer the petition to the appropriate committee, panel or officer for response.

Full Council debates

If a petition contains more than 2,000 signatures it will be debated at a meeting of Council. Normally the petition will be considered at the next ordinary meeting of the Council, although on some occasions this may not be possible, and consideration will then take place at the following meeting. A representative of the petitioners will be given 5 minutes to present the petition at the meeting and the petition will then be discussed by councillors for a maximum of 15 minutes. The Council will then decide how to respond to the petition at this meeting. They may decide to take the action the petition requests, not to take the action requested for the reasons put forward in the debate, or to commission further investigation into the matter, for example by a relevant committee. Where the issue is one on which the Council's Cabinet is required to make the final decision, the Council will decide whether to make recommendations to inform that decision. The petition organiser will be sent written confirmation of this decision within 10 working days. This confirmation will also be published on the Council's website.

Consideration by Overview and Scrutiny Management Board

If the petition contains at least 600 signatures, the call for action will be considered by the [Overview and Scrutiny Management Board](#). The Overview and Scrutiny Management Board may decide to call a relevant councillor to attend the meeting such as the member of the Cabinet who holds the portfolio for the service mentioned in the petition.

A report will be presented to a meeting of the Overview and Scrutiny Management Board setting out the background to the matter. The lead petitioner will be able to attend the meeting to present the petition for up to 5 minutes. At the meeting the relevant councillor and/or senior officer will be questioned by the Committee members. If the public is to be excluded during any part of the meeting under the provisions of Schedule 12A of the Local Government Act 1972 this will be set out in the attendance notification to the lead petitioner. The Committee will then make recommendations in accordance with the Council's Constitution to the relevant decision-making body. It may be necessary for the Committee to defer making the recommendations to a future meeting, for instance, if further information is requested. When the Committee has finalised, its recommendations written notification will be sent to the lead petitioner within 10 working days and be published on the Council's website.

3. Matters excluded from the Petitions Scheme

3.1 A petition cannot be dealt with through this scheme if it addresses or includes:

- a planning or licensing application for which other arrangements are in place.
- Matters subject to prescribed statutory requirements, e.g. an elected mayor.
- Matters where there is already an existing right of appeal, such as council tax banding and non-domestic rates, where other procedures apply.
- Repetitive or vexatious correspondence
- Potentially libellous, false or defamatory statements.
- Material which is commercially sensitive
- Material generated by local political parties
- The names of individuals in relation to criminal accusations or information which easily identifies an individual
- Statements which contravene equalities and anti-discrimination legislation
- Matters subject to appeal processes or legal actions, e.g. enforcement action, investigation by a public body, court cases or tribunals.
- Refers to an official of a public body
- Material which is vexatious, abusive or is deemed otherwise inappropriate by the Monitoring Officer. A petition will be deemed to be vexatious where it is manifestly unjustified, inappropriate or an improper use of a formal procedure.

3.2 Where a petition raises issues of possible competence or misconduct by an officer, the petition will be considered under the Council's complaints and/or disciplinary procedures, and not under this petitions scheme.

3.3 If the petition contains any of the above the lead petitioner will be informed of the reason for not accepting the petition in writing.

3.4 If the petition is about a matter over which the Council has no direct control your petition will be forwarded to the relevant organisation. However, if the petition relates to a partner organisation the Council will consider making representations on behalf of the community to the relevant body. The Council works with a large number of local partners and where possible will work with these partners to respond to your petition. The lead petitioner will be informed of any action the Council has taken to progress the petition.

Please consult with [Democratic Services](#) if clarification is required.

4. The Council's response to petitions

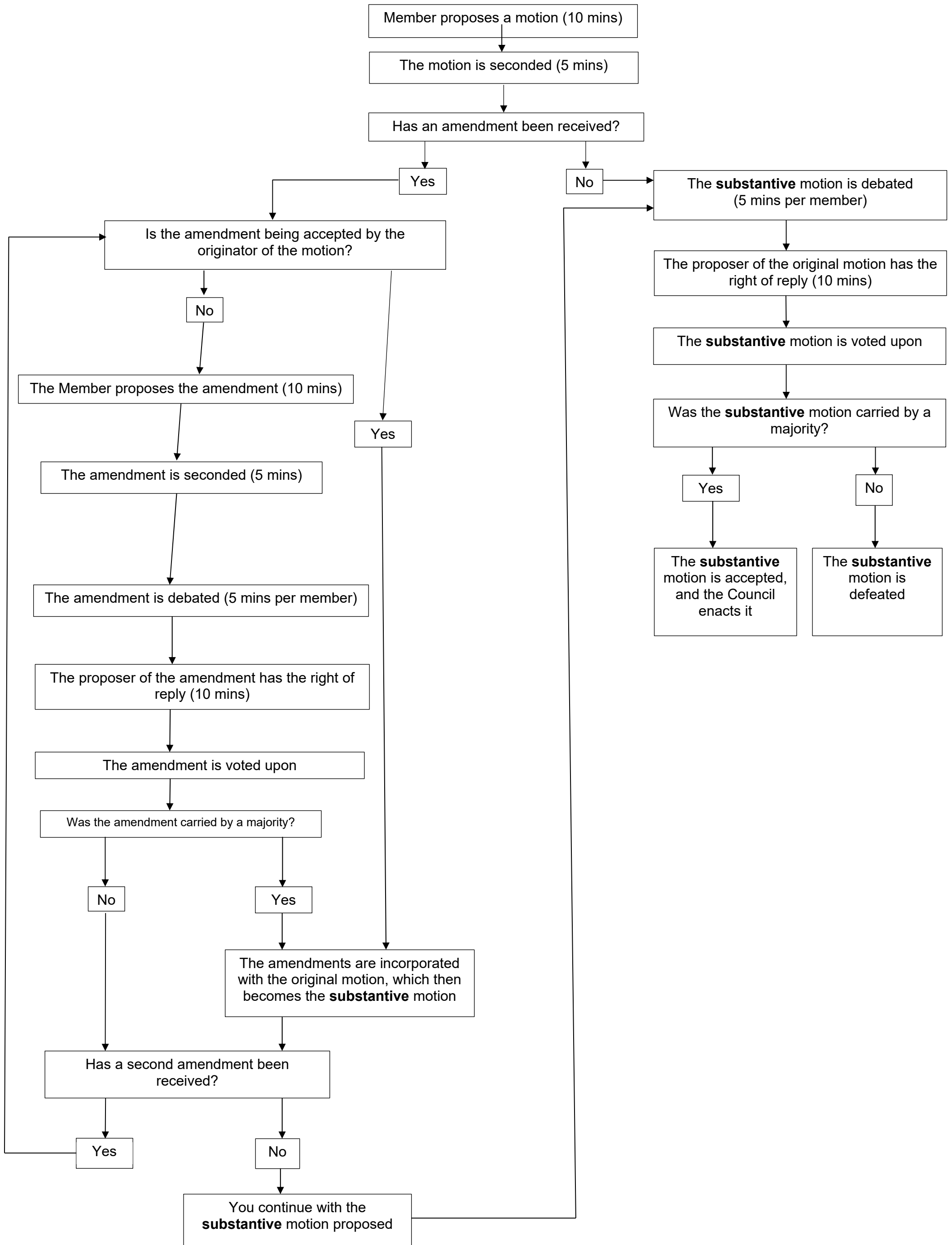
- 4.1 The Council's response to a petition will depend upon what the petition is asking for and which of the options is taken for dealing with the petition, but the response will include one or more of the following:
- Writing to the lead petitioner and relevant Ward Councillors setting out the Council's views about the request in the petition
 - Taking the action requested in the petition
 - Commissioning research on the matter
 - Holding a consultation
 - Holding a meeting with petitioners
 - Holding a public meeting
 - Undertaking a referendum in a locality
 - An inquiry
 - Referring the petition for consideration by the Cabinet or relevant Scrutiny Committee (committees responsible for scrutinising the work of the Council and holding the decision makers to account)
 - Discussing the petition with other relevant organisations
 - Publish notification on the Council's website on how the petition is being dealt with.

5. Review

- 5.1 There is no right of review to the response of the Council in respect of petitions. Where a lead petitioner is dissatisfied with the response provided by the Council, they may submit a complaint and it will be considered under the Council's complaints procedures, and not under this petitions scheme.

6. E-petitions

- 6.1 The Council welcomes petitions which are created and submitted through the Council's [website](#). E-petitions must follow the same guidelines as paper petitions as outlined above. The petition organiser will need to provide the Council with their name and email address. They will also need to decide how long they would like their petition to be open for signing.
- 6.2 When an e-petition is created, it may take five working days before it is published online. This is because the Council has to check that the content of the petition is suitable before it is made available for the public to sign. If the Council feels it cannot publish the petition for some reason, they will contact the petition organiser within this time to explain why. The petition organiser will then be able to change and re-submit their petition if they wish.
- 6.3 When an e-petition has closed for signing, it will automatically be submitted to [Democratic Services](#) in the same way as a paper petition and the petition organiser will receive an acknowledgement within five working days. It will ask them how they prefer to progress the petition in line with the Council's petition scheme. Assistance will be provided to help them decide which is the most appropriate route.

ANNEX 1**Motion/Amendment Flowchart**

This page is intentionally left blank

Schedule of Council Bodies

Committee or Other Body
Joint Committee of Council
Yorkshire Purchasing Organisation - Management Committee
Joint Health Overview and Scrutiny Committee
Rotherham SACRE
South Yorkshire Joint Committee on Archaeology
South Yorkshire Joint Committee on Archives
Joint Committee of the Executive
Integrated Care Partnership
Joint Waste Board
Statutory Panel
Rotherham Together Partnership
Fire and Rescue Authority
Health and Well Being Board
Local Admissions Forum
Police and Crime Panel
Rotherham Multi-Agency Arrangements for Safeguarding Children
Rotherham Schools Forum
SYMCA
SYPA - Local Pensions Board
Panel
Corporate Parenting Partnership Board
Education Consultative Committee
Emergency Planning - Shared Service - Rotherham and Sheffield Joint Committee
Health, Safety and Welfare Panel
Housing Assessment Panel

Committee or Other Body
Transportation Advisory Group
Fostering Panel
Adoption Panel
Company
BDR Waste Disposal Limited
Rotherham Allotment Alliance
Yorkshire Purchasing Organisation – Procurement Holdings Limited
Charity
Yorkshire and Lancaster Regimental Museum Charity (Charity no: 272267)
Parkgate Welfare Institute (Charity no. 523810)
Kilnhurst Recreation Ground (Charity Number: 523741)
Wath upon Dearne Recreation Ground (Charity Number: 523991)
Parkgate Miners' Welfare Scheme (Charity no. 523809)
Miners Recreation Ground (Charity no. 523807)

8. Overview and scrutiny committees

Current	Suggested	Comments
<p>8. Overview and scrutiny committees</p> <p><i>Terms of reference</i></p> <p>8.1 The Council will appoint the overview and scrutiny committees specified in the <i>Responsibility for Functions</i> to discharge between them the functions conferred by section 21 of the Local Government Act 2000, namely –</p> <p><i>General role</i></p> <p>8.2 Within their terms of reference, the Overview and Scrutiny Management Board and overview and scrutiny select commissions will between them –</p> <ul style="list-style-type: none"> review or scrutinise decisions or review and scrutinise decisions made or actions taken in connection with the discharge of any of the Council's functions; make reports or recommendations to the full Council or the Cabinet (or both) and to a joint committee, ³ in connection with the discharge of any of the Council's functions; exercise in the case of the Overview and Scrutiny Management Board right to call-in for reconsideration decisions made but not yet implemented by the executive; under the Council's scheme for handling petitions ⁴, <ul style="list-style-type: none"> make reports or recommendations in response to petitions referred by the Council; question senior officers in response to qualifying petitions holding officers to account; review the Council's response to petitions upon request by the petition organiser. <p>8.2A The Overview and Scrutiny Management Board shall consider the plan of key decisions referred to in Rule 7 of the Executive Procedure Rules on a regular basis and shall identify decisions to be scrutinised and shall also meet prior to the each meeting of the Cabinet to consider what recommendations to make to the Cabinet to consider what recommendations to make to the Cabinet in respect of matters on the agenda for the Cabinet meeting. ⁵</p> <p><i>Policy development and review</i></p> <p>8.3 Overview and scrutiny select commissions may –</p> <ul style="list-style-type: none"> assist the Council and the Cabinet in the development of its budget and policy framework by in-depth analysis of policy issues; consult with local communities and others, in the analysis of policy issues and possible options⁶question members of the Cabinet and committees and chief officers about their views on issues and proposals affecting the borough; and liaise with other external organisations operating in the borough, whether national, regional or local, to ensure that the interests of local communities are enhanced by collaborative working. <p><i>Scrutiny</i></p>	<p>8. Overview and scrutiny committees</p> <p><i>Terms of reference</i></p> <p>8.1 The Council will appoint the overview and scrutiny committees specified in the <i>Responsibility for Functions</i> to discharge between them the functions conferred by Section 21 of the Local Government Act 2000, and Overview and Scrutiny: Statutory Guidance for councils, combined authorities and combined county authorities (2024)¹ namely² –</p> <ul style="list-style-type: none"> to scrutinise the decisions that the executive function or Cabinet is planning to take, those it plans to implement, and those that have already been taken/implemented; to make reports or recommendations to the authority about the discharge of its respective functions; to review or scrutinise decisions made, or other action taken, in connection with the discharge of any functions which are not the responsibility of the executive; to make reports or recommendations on matters that effect the Borough or the Borough's inhabitants. <p><i>General role</i></p> <p>8.2 Within their terms of reference, the Overview and Scrutiny Management Board and overview and scrutiny commissions will between them –</p> <ul style="list-style-type: none"> review or scrutinise decisions or review and scrutinise decisions made or actions taken in connection with the discharge of any of the Council's functions; make reports or recommendations to the full Council or the Cabinet (or both) and to a joint committee, in connection with the discharge of any of the Council's functions; review and scrutinise the performance of other public bodies in the Borough and invite reports from them by requesting them to address the Committees and local people about their activities and performance; exercise in the case of OSMB, the right to call-in for reconsideration decisions made but not yet implemented by the executive consider under the Council's scheme for handling petitions, a public petition to Council reaching the threshold for debate at Council and/or referral to overview and scrutiny question and gather evidence from any person (with their consent); consider any requests submitted by a member of the Council under the Councillor Call for Action procedure. <p>8.3 The Overview and Scrutiny Management Board shall consider the plan of key decisions referred to in Rule 7 of the Executive Procedure Rules on a regular basis and shall identify decisions to be scrutinised and shall also meet prior to each meeting of the Cabinet to consider what recommendations to make to</p>	<p>1) this corresponds with para 1) overview and scrutiny procedure rules</p> <p>2) this reflects stat. guidance and LGA 2000</p> <p>3) administrative – area assemblies disbanded</p> <p>4) Administrative change Consistency with Part VI 'Petitions' O&S Procedure Rules</p> <p>5) Renumber para 8.2A to 8.3 and other paras accordingly</p>

<p>8.4 The Overview and Scrutiny Management Board and overview and scrutiny select commissions may between them –</p> <ul style="list-style-type: none"> • review and scrutinise the performance of the Council in relation to its policy objectives, performance targets and particular service areas; • question members of the Cabinet and committees and chief officers about their decisions and performance, whether generally (in comparison with service plans and targets over a period of time) or in relation to particular decisions, initiatives or projects; • make recommendations to the Cabinet, the committees and the Council arising from the outcome of the scrutiny process; ^{9, 10} <p>11</p> <p><i>Annual report</i></p> <p>8.6 The Overview and Scrutiny Management Board will report annually to the full Council on the operation of overview and scrutiny select commissions and make recommendations where appropriate for future work programmes and amended working methods.</p> <p>11</p> <p><i>Proceedings of overview and scrutiny committees</i></p> <p>8.8 Overview and scrutiny committees will conduct their proceedings in accordance with the <i>Overview and Scrutiny Procedure Rules</i>.</p>	<p>the Cabinet to consider what recommendations to make to the Cabinet in respect of matters on the agenda for the Cabinet meeting. ⁵</p> <p><i>Policy development and review</i></p> <p>8.4 Overview and scrutiny commissions may –</p> <ul style="list-style-type: none"> • assist the Council and the Cabinet in the development of its budget and policy framework by in-depth analysis of policy issues; • question members of the Cabinet and committees and chief officers about their views on issues and proposals affecting the Borough; • question statutory partners and representatives of other partner agencies and public bodies about their views on issues, activities and proposals affecting the Borough; ⁷ • review and scrutinise the decisions made by, and performance of, the executive and committees and council officers both in relation to specific decisions and generally; • conduct research, community and other consultation in the analysis of policy issues and possible options; and • liaise with other external organisations operating in the borough, whether national, regional or local, to ensure that the interests of local communities are enhanced by collaborative working. <p><i>Scrutiny</i></p> <p>8.5 The Overview and Scrutiny Management Board and overview and scrutiny commissions may between them –</p> <ul style="list-style-type: none"> • review and scrutinise the performance of the Council in relation to its policy objectives, performance targets and particular service areas; • question members of the Cabinet and committees and chief officers about their decisions and performance, whether generally (in comparison with service plans and targets over a period of time) or in relation to particular decisions, initiatives or projects; • review and scrutinise the performance and actions of other public bodies and statutory partners in relation to their activities in the borough;⁸ • make recommendations to the Cabinet, the committees and the Council arising from the outcome of the scrutiny process. <p><i>Annual report</i></p> <p>8.6 The Overview and Scrutiny Management Board will report annually to the full Council on the operation of overview and scrutiny select commissions and make recommendations where appropriate for future work programmes and amended working methods.</p> <p><i>Proceedings of overview and scrutiny committees</i></p> <p>8.7 Overview and scrutiny committees will conduct their proceedings in accordance with the <i>Overview and Scrutiny Procedure Rules</i>.</p>	<p>6) Re-word – repetitive</p> <p>7) New – outlines duties re. partners in line with Statutory Guidance</p> <p>8) Add partners and public bodies reflecting stat scrutiny powers</p> <p>9) Issues highlighted in yellow moved to para 8.2</p> <p>10) edited as some repetition between paragraphs</p> <p>11) Delete – scrutiny does not have its own budget</p>
---	---	---

		12) Delete
--	--	------------

This page is intentionally left blank

Current (Revised November 2020)	Suggested Amendments	Comments
<p>PART I</p> <p>APPOINTMENT AND TERMS OF REFERENCE</p> <p>1. Appointment of overview and scrutiny commissions</p> <p>(1) The Council's overview and scrutiny select commissions are set out in the Schedule to these Rules1, and the Council will appoint to them from time to time as it considers appropriate and those select commissions may appoint sub-select commissions.</p> <p>(2) Overview and scrutiny review groups may also be appointed on an ad hoc basis for a fixed period with clear terms of reference, on the expiry of which they shall cease to exist.</p> <p>(3) In these Rules, unless the context otherwise requires, the term “overview and scrutiny select commission” means –</p> <ul style="list-style-type: none">• the Overview and Scrutiny Management Board (OSMB),• the overview and scrutiny select commissions appointed annually by the Council, and any of its or their Review Groups. <p>(4) The Council may appoint from time to time informal select commissions or working groups, comprising members, council officers and others, such as representatives from local communities and businesses, to assist in the overview and scrutiny process.</p> <p>1. Terms of Reference</p> <p>(1) The terms of reference of the OSMB and Select Commissions are set out in Appendix 9 of the Constitution – Responsibility for Functions. Details of the specific areas for scrutiny by each Select Commission are also set out in Appendix 9.</p> <p>2. Membership</p> <p><i>Appointment of members to overview and scrutiny commissions</i></p> <p>(1) All councillors except members of the Cabinet may be members of an overview and scrutiny committee, but no member may be involved in scrutinising a decision in which he or she has been directly involved.</p> <p>(2) All members of overview and scrutiny committees will be appointed annually by the Council, and each commission will be empowered to appoint members of the committee to its Review Groups.</p> <p>(3) The Chairs and Vice-Chairs of overview and scrutiny select commissions will be appointed at the Annual Council meeting from the Councillors appointed to the committee.</p> <p><i>Education representatives</i></p>	<p>PART I</p> <p>APPOINTMENT AND TERMS OF REFERENCE</p> <p>2. Appointment of overview and scrutiny commissions</p> <p>(1) The Council will appoint the overview and scrutiny committees specified in the <i>Responsibility for Functions</i> to discharge between them the functions conferred by section 21 of the Local Government Act 2000, <u>and Overview and Scrutiny: Statutory Guidance for councils, combined authorities and combined county authorities (2024)2</u>. The Council will appoint to overview and scrutiny select commissions from time to time as it considers appropriate and those select commissions may appoint sub-commissions.</p> <p>(2) In these Rules, unless the context otherwise requires, the term “overview and scrutiny commission” means –</p> <ul style="list-style-type: none">• Overview and Scrutiny Management Board (OSMB),• Overview and scrutiny commissions appointed annually by the Council, and any of its or their Review Groups. <p>(3) The Council may appoint informal commissions or working/review groups on an ad hoc basis, comprising members, council officers and others, such as representatives from local communities and businesses, to assist in the overview and scrutiny process. These informal commissions or groups shall be appointed for a fixed period with clear terms of reference, on the expiry of which they shall cease to exist. 3</p> <p>2. Terms of Reference</p> <p>(1) The terms of reference of OSMB and Commissions are set out in Appendix 9 of the Constitution – Responsibility for Functions. Details of the specific areas for scrutiny by each Commission are also set out in Appendix 9.</p> <p>3. Membership</p> <p><i>Appointment of members to overview and scrutiny commissions</i></p> <p>(1) All councillors except members of the Cabinet may be members of an overview and scrutiny select commission, but no member may be involved in scrutinising a decision in which he or she has been directly involved.</p> <p>(2) All members of overview and scrutiny select commission will be appointed annually by the Council, and each commission will be empowered to appoint members of the committee to its Review Groups.</p> <p>(3) The Chairs and Vice-Chairs of overview and scrutiny commissions will be appointed at the Annual Council meeting from the Councillors appointed to the committee.</p> <p><i>Education representatives</i></p>	<p>1) Administrative Change: the schedule has been replaced with Appendix 9 – Responsibility for Functions</p> <p>2) Cites the Legislation and Statutory Guidance under which O&S operates</p> <p>3) Administrative – edits duplicating paragraphs.</p>

Current (Revised November 2020)	Suggested Amendments	Comments
<p>(4) The Improving Lives Select Commission shall include in its membership the following voting representatives (“the education representatives”) –</p> <ul style="list-style-type: none"> • at least one Church of England diocese representative; • at least one Roman Catholic diocese representative; • between two and five parent governor representatives; and • at the direction of the Secretary of State for Education representatives of other faiths or denominations. <p>(5) Where the Improving Lives Select Commission deals with other than educational matters, the education representatives shall not vote on those other matters, though they may stay in the meeting and speak to them.</p> <p style="text-align: center;"><i>Membership of particular committees</i></p> <p>(6) The membership of the OSMB and the Select Commissions is set out in Appendix 9 of the Constitution – Responsibility for Functions..</p> <p>(7) The membership of the overview and scrutiny select commissions are set out in paragraph 2 of Schedule 2. ⁶</p> <p>3. Meetings</p> <p>(1) The OSMB will hold ordinary meetings of the board at the frequency specified in paragraph 3 and at the place specified in paragraph 4 of Schedule 1 to the Rules, and, in addition, extraordinary meetings may be called from time to time as and when appropriate</p> <p>(2) Each overview and scrutiny select commission will hold ordinary meetings at the frequency determined by the Council within its <i>Calendar of Council and Committee Meetings</i>, and, in addition, extraordinary meetings may be called from time to time as and when appropriate.</p> <p>(3) The chairperson and vice-chairperson of an overview and scrutiny select commission may call an extraordinary meeting of the committee.</p> <p>(4) All such meetings are subject to the Access to Information Procedure Rules.</p> <p>4. Quorum</p> <p>(1) The quorum for an overview and scrutiny select commission meeting will be one-third of its members.</p>	<p>(4) The Improving Lives Scrutiny Commission shall include in its membership the following voting representatives (“the education representatives”) –</p> <ul style="list-style-type: none"> • at least one Church of England diocese representative (if the Council maintains one or more Church of England schools) ⁵; • at least one Roman Catholic diocese representative (if the Council maintains one or more Roman Catholic schools); • between two and five parent governor representatives; and • at the direction of the Secretary of State for Education representatives of other faiths or denominations. <p>(5) Where the Improving Lives Scrutiny Commission deals with other than educational matters, the education representatives shall not vote on those other matters, though they may stay in the meeting and speak to them.</p> <p style="text-align: center;"><i>Membership of particular committees</i></p> <p>(6) The membership of OSMB and the Commissions is set out in Appendix 9 of the Constitution – Responsibility for Functions.</p> <p>4. Meetings⁷</p> <p>(1) Each overview and scrutiny select commission will hold ordinary meetings at the frequency determined by the Council within its <i>Calendar of Council and Committee Meetings</i>, and, in addition, extraordinary meetings may be called by the chair or vice-chairperson as and when appropriate.</p> <p>(2) All such meetings are subject to the Access to Information Procedure Rules.</p> <p>5. Quorum</p> <p>(1) The quorum for an overview and scrutiny commission meeting will be one-third of its members.</p>	<p>⁴⁾ As outlined in Local Government Act 2000 Schedule 1 (p 6 -10) Overview and scrutiny committees: education functions</p> <p>⁵⁾ The membership is set out in Appendix 9 not paragraph 2 of schedule 2.</p> <p>⁶⁾ Administrative edit</p> <p>⁷⁾ Administrative edit</p>
<p style="text-align: center;">PART II ADMINISTRATION, BUDGET AND POLICY REVIEW AND DEVELOPMENT AND ACCESS TO DOCUMENTS</p> <p>6. Administration</p> <p style="text-align: center;"><i>Chairs of committees</i></p> <p>(1) The chairs and vice-chairs of the overview and scrutiny select commissions will</p>	<p style="text-align: center;">PART II ADMINISTRATION, BUDGET AND POLICY REVIEW AND DEVELOPMENT AND ACCESS TO DOCUMENTS</p> <p>5. Administration</p> <p style="text-align: center;"><i>Chairs of committees</i></p> <p>(1) The chairs and vice-chairs of the overview and scrutiny commissions will be</p>	

Current (Revised November 2020)	Suggested Amendments	Comments
<p>be appointed at the Annual Council meeting from the Councillors appointed to the committee.</p> <p style="text-align: center;"><i>Work programme</i></p> <p>(2) Overview and scrutiny select commission work programmes will be set subject to any direction of the OSMB, taking into account the wishes of all members of the select commission including those who are not members of the largest political group on the Council.</p> <p style="text-align: center;"><i>Agenda items</i></p> <p>(3) A member of the Council may notify the Statutory Scrutiny Officer that he or she wishes an item relevant to the functions of the committee to be included on the agenda for the next available meeting of the commission.</p> <p>(4) The Statutory Scrutiny Officer will inform the chair and vice chair of the particular overview and scrutiny select commission of the request at the earliest opportunity, and make arrangements for the matter to be considered by the select commission for inclusion on a future agenda. Where the Chair and Vice-Chair do not accept the request, this will be reported to the next select commission meeting.</p> <p style="text-align: center;"><i>Expeditious response to requests for reviews</i></p> <p>(5) OSMB and overview and scrutiny select commissions must respond, as soon as their work programme permits, to requests from the Council to review particular areas of Council activity.</p>	<p>appointed at the Annual Council meeting from the Councillors appointed to the committee.</p> <p style="text-align: center;"><i>Work programme</i></p> <p>(2) Overview and scrutiny commission work programmes will be set subject to any direction of the OSMB, taking into account the wishes of all members of the commission including those who are not members of the largest political group on the Council.</p> <p style="text-align: center;"><i>Agenda items</i></p> <p>(3) A member of the Council may notify the Statutory Scrutiny Officer that he or she wishes an item relevant to the functions of the committee to be included on the agenda for the next available meeting of the commission.</p> <p>(4) The Statutory Scrutiny Officer will inform the chair and vice chair of the particular overview and scrutiny commission of the request at the earliest opportunity and make arrangements for the matter to be considered by the commission for inclusion on a future agenda. Where the Chair and Vice-Chair do not accept the request, this will be reported to the next commission meeting.</p> <p style="text-align: center;"><i>Expeditious response to requests for reviews</i></p> <p>(5) OSMB and overview and scrutiny commissions must respond, as soon as their work programme permits, to requests from the Council to review particular areas of Council activity.</p>	
<p>⁸</p> <p>7. Budget, policy framework, and related matters</p> <p style="text-align: center;"><i>Policy review and development</i></p> <p>(1) The role of overview and scrutiny select commissions in relation to the development of the Council's budget and policy framework is set out in ⁹Part V of the <i>Executive Procedure Rules</i>.</p> <p>(2) In relation to the development of the Council's approach to other matters not forming part of its policy and budget framework, overview and scrutiny select commissions may make proposals to the Cabinet for policy developments in so far as they relate to matters within their terms of reference.</p> <p>(3) Overview and scrutiny select commissions may hold enquiries and investigate the available options for future direction in policy development and may appoint advisers and assessors to assist them in this process.</p> <p style="text-align: center;"><i>Site visits, public surveys, etc. and attendance of witnesses</i></p> <p>(4) Overview and scrutiny select commissions may go on site visits, conduct public surveys, hold public meetings, commission research and do all other things that they reasonably consider necessary to inform their deliberations.</p>	<p>6. Budget, policy framework, and related matters</p> <p style="text-align: center;"><i>Policy review and development</i></p> <p>(1) The role of overview and scrutiny commissions in relation to the development of the Council's budget and policy framework is set out in Part V of the <i>Executive Procedure Rules</i> <u>and is in line Overview and Scrutiny: Statutory Guidance for councils, combined authorities, and combined county authorities (2024).</u>¹⁰</p> <p>(2) In relation to the development of the Council's approach to other matters not forming part of its policy and budget framework, overview and scrutiny commissions may make proposals to the Cabinet for policy developments in so far as they relate to matters within their terms of reference.</p> <p>(3) Overview and scrutiny commissions may hold enquiries and investigate the available options for future direction in policy development and may appoint advisers and assessors to assist them in this process.</p> <p style="text-align: center;"><i>Site visits, public surveys, etc. and attendance of witnesses</i></p>	<p>⁸⁾ Suggested para is moved to part III, referral, consideration and response to report.</p> <p>⁹⁾ There is no reference to O&S in the revised Financial and Procurement Procedure Rules.</p> <p>¹⁰⁾ Suggested addition</p>

Current (Revised November 2020)	Suggested Amendments	Comments
(5) Overview and scrutiny select commissions may ask witnesses to attend to address them on any matter under consideration ¹¹	(4) Overview and scrutiny commissions may go on site visits, conduct public surveys, hold public meetings, commission research and do all other things that they reasonably consider necessary to inform their deliberations. (5) Overview and scrutiny commissions may ask witnesses to attend to address them on any matter under consideration.	¹¹⁾ Delete reference to expenses
<p style="text-align: center;">PART III REFERRAL, CONSIDERATION AND RESPONSE TO REPORTS</p> <p>8. Reports from overview and scrutiny select commissions</p> <p style="text-align: center;"><i>Referral of report</i></p> <p>(1) Once it has formed recommendations on proposals for development, an overview and scrutiny select commission will prepare a formal report and submit it for consideration initially by the OSMB and then by the Cabinet. The OSMB may refer the matter to Council and shall do so if the matter relates to a responsibility of Council, (e.g. if the recommendation would require a departure from or a change to the approved budget and policy framework).</p> <p>(2) The response of the Cabinet to recommendations which are the responsibility of the executive shall be reported back to within two months of s¹² original receipt of the report and recommendations from the OSMB.</p>	<p style="text-align: center;">PART III REFERRAL, CONSIDERATION AND RESPONSE TO REPORTS</p> <p>7. Reports from overview and scrutiny commissions</p> <p style="text-align: center;"><i>Referral of report</i></p> <p>(1) On completion of a review, an overview and scrutiny commission must report its findings and any recommendations in a formal report to OSMB within three months. The findings and recommendations will then be referred to a scheduled meeting of the Cabinet for its consideration. ¹²</p> <p>(2) The OSMB may refer the matter to Council and shall do so if the matter relates to a responsibility of Council, (e.g. if the recommendation would require a departure from or a change to the approved budget and policy framework).</p> <p>(3) The response of the Cabinet to recommendations which are the responsibility of the executive shall be reported back to Cabinet within two months of the report's receipt from OSMB and then onto a scheduled meeting of the Council. ¹³</p>	<p>¹²⁾ Suggested amendment to reflect current custom and practice</p> <p>¹³⁾ Response should be reported back to Cabinet in first instance and then council</p>
<p style="text-align: center;">PART IV ACCESS TO DOCUMENTS AND ATTENDANCE AT COMMITTEE MEETINGS</p> <p>9. Access to documents</p> <p style="text-align: center;"><i>Rights of overview and scrutiny select commission members to documents</i></p> <p>(1) In addition to their rights as councillors, members of overview and scrutiny select commissions have the additional right to documents and to notice of meetings, as set out in the <i>Access to Information Procedure Rules</i>.</p> <p>10. Attendance of members and officers, etc at overview and scrutiny select commission meetings</p> <p style="text-align: center;"><i>Members and officers giving account</i></p> <p>(1) In fulfilling its scrutiny role, an overview and scrutiny select commission may invite any of the Cabinet Members or require any senior officer to attend before it to discuss or explain in relation to matters within the commission's remit -</p> <ul style="list-style-type: none"> • any particular decision or series of decisions, • the extent to which the actions taken implement Council policy, • his, her or their performance, • and it is the duty of those persons to attend if so required. <p>(2) Where any officer is required to attend an overview and scrutiny select</p>	<p style="text-align: center;">PART IV ACCESS TO DOCUMENTS AND ATTENDANCE AT COMMITTEE MEETINGS</p> <p>9. Access to documents</p> <p style="text-align: center;"><i>Rights of overview and scrutiny select commission members to documents</i></p> <p>(1) In addition to their rights as councillors, members of overview and scrutiny commissions have the additional right to documents and to notice of meetings, as set out in the <i>Access to Information Procedure Rules</i>.</p> <p>10. Attendance of members and officers, etc at overview and scrutiny select commission meetings</p> <p style="text-align: center;"><i>Members and officers giving account</i></p> <p>(2) In fulfilling its scrutiny role, an overview and scrutiny commission may require ¹⁴ any Cabinet Members or any senior officer to attend before it to discuss or explain in relation to matters within the commission's remit -</p> <ul style="list-style-type: none"> any particular decision or series of decisions taken in relation to their portfolio responsibility, ¹ • the extent to which the actions taken implement Council policy, • his, her or their performance in relation to their portfolio responsibility, • and it is the duty of those persons to attend if so required. 	<p>¹⁴⁾ In line Statutory Guidance (April 2024) "scrutiny committees should be aware of the legal power to require members of the executive... and officers to attend before them to answer questions. It is the duty of members and officers to comply with such requests"</p>

Current (Revised November 2020)	Suggested Amendments	Comments
<p>commission under this provision, the chairman of that commission will inform the Statutory Scrutiny Officer.</p> <p>(3) The Statutory Scrutiny Officer will inform the officer in writing that the commission requires their attendance, giving at least 10 working days' notice of the meeting at which he or she is required to attend.</p> <p>(4) The notice to the officer will state the nature of the matter on which he or she is required to attend to give account and whether any papers are required to be produced to the commission.</p> <p>(5) Where the account to be given to the commission will require the production of a report, the member or officer concerned will be given sufficient notice to allow for preparation of the report.</p> <p>(6) If in exceptional circumstances the officer is unable to attend on the required date, the commission must, in consultation with officer, arrange an alternative date for attendance or acceptable substitute.</p> <p style="text-align: center;"><i>Attendance by others</i></p> <p>(7) An overview and scrutiny select commission may invite other persons, such as residents, stakeholders, contractors and members and officers in other parts of the public sector, to address it and discuss issues of local concerns¹⁸. Those asked to address any panel will have access to support and guidance from the Statutory Scrutiny Officer.</p>	<p>(3) Where any Cabinet Member or ¹ officer is required to attend an overview and scrutiny commission under this provision, the chair of that commission will inform the Statutory Scrutiny Officer.</p> <p>(4) The Statutory Scrutiny Officer ¹⁶ will inform the Cabinet Member or officer in writing that the commission requires their attendance, giving at least 10 working days' notice of the meeting at which he or she is required to attend.</p> <p>(5) The notice to the Cabinet Member ¹⁷ or officer will state the nature of the matter on which he or she is required to attend to give account and whether any papers are required to be produced to the commission.</p> <p>(6) Where the account to be given to the commission will require the production of a report, the Cabinet Member or officer concerned will be given sufficient notice to allow for preparation of the report.</p> <p>(7) If in exceptional circumstances the Cabinet Member or officer is unable to attend on the required date, the commission must, in consultation with officer, arrange an alternative date for attendance or acceptable substitute.</p> <p style="text-align: center;"><i>Attendance by others</i></p> <p>(8) An overview and scrutiny commission may invite other persons, such as residents, partners, stakeholders, contractors and members and officers in other parts of the public sector, to address it and discuss issues of local concerns. Those asked to address any panel will have access to support and guidance from the Statutory Scrutiny Officer.</p>	<p>¹⁵⁾ Clarifies that invitation can be extended related to portfolio responsibilities</p> <p>¹⁶⁾ Asks that Stat. Scrutiny Officer be informed of any requests for cabinet member attendance</p> <p>¹⁷⁾ Clarifies process that attendance relates to portfolio responsibility</p> <p>¹⁸⁾ Suggested edit – complaints dealt through other procedures.</p>
<p style="text-align: center;">PART V CALL-IN</p> <p>11. Call-in</p> <p style="text-align: center;"><i>Publication of Cabinet decisions</i></p> <p>(1) A decision of the Cabinet, a committee of the Cabinet, ¹⁹ will be published online, ordinarily within three working days of the decision being made.</p> <p>(2) A notice of such decisions and the date on which they were made will be published and state that any decision specified in the notice will come into force on the expiry of 7 working days after its publication ("the notification period"), and may then be implemented, unless the decision is called-in.</p> <p style="text-align: center;"><i>Decisions that may be called-in</i></p> <p>(3) Any decision of the Cabinet may be called-in unless it is –</p> <ul style="list-style-type: none"> • in the form of a recommendation to the full Council; • an urgent decision (as defined by rule 14 (2)) and the reason for urgency is recorded in the body of the decision; • a decision of the Adoption Panel; • concerned with procedural matters; or • in connection with an appeal. 	<p style="text-align: center;">PART V CALL-IN</p> <p>11. Call-in</p> <p style="text-align: center;"><i>Publication of Cabinet decisions</i></p> <p>(1) A decision of the Cabinet or a committee of the Cabinet, will be published online, ordinarily within three working days of the decision being made.</p> <p>(2) A notice of such decisions and the date on which they were made will be published and state that any decision specified in the notice will come into force on the expiry of 7 working days after its publication ("the notification period"), and may then be implemented, unless the decision is called-in.</p> <p style="text-align: center;"><i>Decisions that may be called-in</i></p> <p>(3) Any decision of the Cabinet may be called-in unless it is –</p> <ul style="list-style-type: none"> • in the form of a recommendation to the full Council; • an urgent decision (as defined by rule 14 (2)) and the reason for urgency is recorded in the body of the decision; • a decision of the Adoption Panel; • concerned with procedural matters; or • in connection with an appeal. 	<p>¹⁹⁾ Administrative. Individual cabinet members no longer have decision making powers</p>

Current (Revised November 2020)	Suggested Amendments	Comments
<p>(4) Where a Cabinet decision takes the form of an approval of details only, the principle having been established by an earlier Cabinet decision, then call-in shall be confined to those details.</p> <p style="text-align: center;"><i>Call-in of decision for scrutiny</i></p> <p>(5) During the notification period –</p> <ul style="list-style-type: none"> in the case of a decision that does not relate to an education function, a member of the Council who is supported by at least three other members may request the chair²⁰ of the OSMB to call-in the decision for scrutiny by that board; and in the case of a decision that relates to an education function, a member or education representative who is supported by three members or three education representatives (or a combination of both members and education representatives) may request the chair²⁰ of the OSMB to call-in the decision. <p>(6) If the decision relates to an education function, the education representatives will be invited to the meeting of the OSMB where the call-in will be considered.</p> <p>(7) The Statutory Scrutiny Officer will record –</p> <ul style="list-style-type: none"> the decision to which the call-in relates; the name of the member, or in the case of a decision that relates to an education function the name of the member or education representative, requesting call-in of the decision; the names of the members, or in the case of a decision that relates to an education function the names of the members or education representatives or members and representatives, supporting the request; the reason for the call-in. <p>(8) The Statutory Scrutiny Officer will notify the decision-maker and the strategic director of the directorate²¹ concerned of the call-in request and advise him or her that implementation of the decision be delayed until conclusion of the call-in process.</p> <p>(9) Where appropriate, and after consulting the chair²⁰ of the OSMB, the Statutory Scrutiny Officer will add the call-in request to the agenda for the next following meeting of the board.</p> <p style="text-align: center;"><i>Consideration of Call-In</i></p> <p>(10) If OSMB does not object to the decision called-in, it will come into force and take effect immediately. If having considered the decision the OSMB is still concerned about it, the board may refer it back to the decision-maker for reconsideration with reasons or refer the decision to full Council for consideration with reasons.</p> <p>(11) If the full Council –</p> <ul style="list-style-type: none"> meets but does not object to the decision called-in and referred by the 	<p>(4) Where a Cabinet decision takes the form of an approval of details only, the principle having been established by an earlier Cabinet decision, then call-in shall be confined to those details.</p> <p style="text-align: center;"><i>Call-in of decision for scrutiny</i></p> <p>(5) During the notification period –</p> <ul style="list-style-type: none"> in the case of a decision that does not relate to an education function, a member of the Council who is supported by at least three other members may request the chair of OSMB to call-in the decision for scrutiny by that board; and in the case of a decision that relates to an education function, a member or education representative who is supported by three members or three education representatives (or a combination of both members and education representatives) may request the chair of OSMB to call-in the decision. <p>(6) If the decision relates to an education function, the education representatives will be invited to the meeting of OSMB where the call-in will be considered.</p> <p>(7) The Statutory Scrutiny Officer will record –</p> <ul style="list-style-type: none"> the decision to which the call-in relates; the name of the member, or in the case of a decision that relates to an education function the name of the member or education representative, requesting call-in of the decision; the names of the members, or in the case of a decision that relates to an education function the names of the members or education representatives or members and representatives, supporting the request; the reason for the call-in. <p>(8) The Statutory Scrutiny Officer will notify the decision-maker and the relevant strategic director concerned of the call-in request and advise him or her that implementation of the decision be delayed until conclusion of the call-in process.</p> <p>(9) Where appropriate, and after consulting the chair of the OSMB, the Statutory Scrutiny Officer will add the call-in request to the agenda for the next following meeting of the board.</p> <p style="text-align: center;"><i>Consideration of Call-In</i></p> <p>(10) If OSMB does not object to the decision called-in, it will come into force and take effect immediately. If having considered the decision the OSMB is still concerned about it, the board may refer it back to the decision-maker for reconsideration with reasons or refer the decision to full Council for consideration with reasons.</p> <p>(11) If the full Council –</p> <ul style="list-style-type: none"> meets but does not object to the decision called-in and referred by the 	<p>²⁰⁾ Either chair or chairperson but not “chairman”</p> <p>²¹⁾ Administrative edit</p>

Current (Revised November 2020)	Suggested Amendments	Comments
<p>OSMB</p> <ul style="list-style-type: none"> meets but does not refer the decision back for reconsideration by the decision-maker <p>the decision shall come into force and take effect on the date of the Council meeting.</p> <p><i>Decision referred back by Council</i></p> <p>(12) If the full Council objects to a decision called-in and referred to it by the OSMB the Council will refer the decision back to the decision-maker together with the Council's views on the decision, and the decision-maker may amend the decision or not before reaching a final decision and implementing it.</p> <p>(13) If the Cabinet as a whole or a committee or sub-committee of the Cabinet made the called-in decision, a meeting of the Cabinet or committee or sub-committee (as the case may be) will be convened within ten working days of the Council's request to reconsider it.</p> <p>²²</p> <p>12. Call-in and urgency</p> <p><i>Urgent Cabinet decisions</i></p> <p>(1) The call-in procedure shall not apply where the decision being taken by the Cabinet is urgent.</p> <p>(2) A decision will be urgent if any delay likely to be caused by the call-in process would seriously prejudice the Council's or the public's interests.</p> <p>(3) The record of the decision and notice by which it is made public shall state whether, in the opinion of the decision-maker, the decision is an urgent one and therefore not subject to call-in.</p> <p>(4) The Chair of Overview and Scrutiny Management Board must agree both that the decision proposed is reasonable in all the circumstances and to it being treated as a matter of urgency. The leader of the main opposition group shall be consulted on any decision to designate a Cabinet decision as urgent.</p> <p>(5) In the absence of the Chair, the Vice Chair's consent must be obtained and in the absence of both the Chief Executive's consent, or her nominee's consent in her absence, must be obtained.</p> <p><i>Reporting and monitoring urgent Cabinet decisions</i></p> <p>(6) Where the Chair of Overview and Scrutiny Management Board, Vice Chair or Chief Executive consents to exempting a decision from call-in on grounds of urgency, the Statutory Scrutiny Officer will be informed as soon as possible after the decision is made.</p> <p>(7) Decisions taken as a matter of urgency must be reported to a meeting of the Cabinet, together with the reasons for urgency.</p>	<p>OSMB</p> <ul style="list-style-type: none"> meets but does not refer the decision back for reconsideration by the decision-maker <p>the decision shall come into force and take effect on the date of the Council meeting.</p> <p><i>Decision referred back by Council</i></p> <p>(12) If the full Council objects to a decision called-in and referred to it by OSMB, the Council will refer the decision back to the decision-maker together with the Council's views on the decision, and the decision-maker may amend the decision or not before reaching a final decision and implementing it.</p> <p>(13) If the Cabinet as a whole or a committee or sub-committee of the Cabinet made the called-in decision, a meeting of the Cabinet or committee or sub-committee (as the case may be) will be convened within ten working days of the Council's request to reconsider it.</p> <p>12. Call-in and urgency</p> <p><i>Urgent Cabinet decisions</i></p> <p>(1) The call-in procedure shall not apply where the decision being taken by the Cabinet is urgent.</p> <p>(2) A decision will be urgent if any delay likely to be caused by the call-in process would seriously prejudice the Council's or the public's interests.</p> <p>(3) The record of the decision and notice by which it is made public shall state whether, in the opinion of the decision-maker, the decision is an urgent one and therefore not subject to call-in.</p> <p>(4) The Chair of Overview and Scrutiny Management Board must agree both that the decision proposed is reasonable in all the circumstances and to it being treated as a matter of urgency. The leader of the main opposition group shall be consulted on any decision to designate a Cabinet decision as urgent.</p> <p>(5) In the absence of the Chair, the Vice Chair's consent must be obtained and in the absence of both the Chief Executive's consent, or ²³his/her nominee's consent in their absence, must be obtained.</p> <p><i>Reporting and monitoring urgent Cabinet decisions</i></p> <p>(6) Where the Chair of Overview and Scrutiny Management Board, Vice Chair or Chief Executive consents to exempting a decision from call-in on grounds of urgency, the Statutory Scrutiny Officer will be informed as soon as possible after the decision is made.</p> <p>(7) Decisions taken as a matter of urgency must be reported to a meeting of the Cabinet, together with the reasons for urgency.</p>	<p></p> <p>22) Administrative edit</p> <p></p> <p>23) Administrative edit</p>

Current (Revised November 2020)	Suggested Amendments	Comments
<p>(8) The operation of the procedures relating to scrutiny, call-in and urgency will be monitored annually, and a report submitted to the full Council with proposals, if necessary, for review of the procedures.</p>	<p>(8) The operation of the procedures relating to scrutiny, call-in and urgency will be monitored annually, and a report submitted to the full Council with proposals, if necessary, for review of the procedures.</p>	
<p style="text-align: center;">PART VI PETITIONS</p> <p>13. Petitions</p> <p style="text-align: center;"><i>The Council's scheme for handling petitions</i></p> <p>(1) Overview and scrutiny select commissions ²⁴ have the following responsibilities in respect of petitions submitted under the above scheme.</p> <p style="text-align: center;"><i>Petitions referred by the Council</i></p> <p>(2) The Council may refer to the Overview and Scrutiny Management Board a petition received or debated at the Council meeting, which has received 600 or more signatures.</p> <p>(3) The petition will be reported to the next convenient meeting of the commission. The commission shall consider the petition and make a report in response to the Council or to Cabinet. The report may make recommendations as to the steps to be taken by Council or Cabinet in response to the petition.</p>	<p style="text-align: center;">PART VI PETITIONS</p> <p>13. Petitions</p> <p style="text-align: center;"><i>The Council's scheme for handling petitions</i></p> <p>(1) OSMB has the following responsibilities in respect of petitions submitted under the above scheme.</p> <p style="text-align: center;"><i>Petitions referred by the Council</i></p> <p>(2) The Council may refer to the Overview and Scrutiny Management Board a petition received or debated at the Council meeting, which has received 600 or more signatures.</p> <p>(3) The petition will be reported to the next convenient meeting of the Board. The Board shall consider the petition and make a report in response to the Council or the Cabinet. The report may make recommendations as to the steps to be taken by Council or Cabinet in response to the petition.</p>	<p>²⁴⁾ Administrative edit-Responsibility for petitions falls to OSMB rather than individual commissions.</p>
<p style="text-align: center;">PART VII PROCEDURE AT OVERVIEW AND SCRUTINY MEETINGS</p> <p>14. Order of business at overview and scrutiny committee meetings</p> <p style="text-align: center;"><i>Order of business</i></p> <p>(1) The order of business at overview and scrutiny committee meetings will be determined in accordance with the Council's Procedure Rules for Council Meetings.</p> <p style="text-align: center;"><i>Questions from the public and Press</i></p> <p>(2) An overview and scrutiny committee will allocate time at its meetings for questions from members of the press and public on matters to be considered on the agenda for the meeting.</p> <p style="text-align: center;"><i>Investigations</i></p> <p>(3) Where an overview and scrutiny committee conducts investigations (for example with a view to policy development), the committee may invite persons to attend to give evidence at panel meetings.</p> <p>(4) In conducting an investigation, a committee will ensure that</p> <ul style="list-style-type: none"> the investigation is conducted fairly and that all members of the committee are given the opportunity to ask questions of attendees and 	<p style="text-align: center;">PART VII PROCEDURE AT OVERVIEW AND SCRUTINY MEETINGS</p> <p>14. Order of business at overview and scrutiny committee meetings</p> <p style="text-align: center;"><i>Order of business</i></p> <p>(1) The order of business at overview and scrutiny committee meetings will be determined in accordance with the Council's Procedure Rules for Council Meetings.</p> <p style="text-align: center;"><i>Questions from the public and Press</i></p> <p>(2) An overview and scrutiny committee will allocate time at its meetings for questions from members of the press and public on matters to be considered on the agenda for the meeting, in accordance with Schedule 1 to these procedure rules. ²⁵</p> <p style="text-align: center;"><i>Investigations</i></p> <p>(3) Where an overview and scrutiny committee conducts investigations (for example with a view to policy development), the committee may invite persons to attend to give evidence at panel meetings.</p> <p>(4) In conducting an investigation, a committee will ensure that</p> <ul style="list-style-type: none"> the investigation is conducted fairly and that all members of the 	<p>²⁵⁾ Consistent with procedure for taking questions at Council and Cabinet – minimise ambiguity around how questions are dealt with</p>

Current (Revised November 2020)	Suggested Amendments	Comments
<p>to contribute and speak;</p> <ul style="list-style-type: none"> those assisting the committee by giving evidence are treated with respect and courtesy; and the investigation is conducted so as to maximise the efficiency of the investigation or analysis. <p>(5) Following an investigation or review, the committee will prepare and submit a report to the Council and shall make the report and findings public.</p> <p>15. The party whip</p> <p>(1) When considering any matter, in respect of which a member of a committee is subject to the operation of a party whip, the member must declare the existence of the whip and the nature of it before the commencement of the committee's deliberations on the matter.</p> <p>(2) The declaration and the detail of the operation of whipping arrangements will be recorded in the minutes of the meeting.</p> <p>16. Councillor Call-for-Action</p> <p>(1) In accordance with Section 119 of the Local Government and Public Involvement in Health Act 2007 and Sections 19 and 20 of Part 3 of the Police and Justice Act 2006, any member of the Council may submit a Councillor Call for Action (CCfA) on a local government or crime and disorder matter. This is intended only to be used when all the usual channels for resolving such issues have been exhausted.</p> <p>(2) Referral is by way of notice to the Statutory Scrutiny Officer that an item be placed on the next available meeting of the OSMB and will be dealt with under the procedure set out in these Rules.</p> <p>(3) Any member of the Council may submit a Councillor Call for Action (CCfA) on a local government or crime and disorder matter.</p> <p>(4) A local government matter means a matter which:</p> <ul style="list-style-type: none"> (a) relates to the discharge of any function of the Council; (b) affects all or part of the electoral area for which the Member is elected or any person who lives or works in that area, and; (c) is not an excluded matter. <p>(5) A local crime and disorder matter, in relation to a member of a local authority, means a matter concerning –</p> <ul style="list-style-type: none"> (a) Crime and disorder (including in particular forms of crime and disorder that involve anti-social behaviour or other behaviour adversely affecting the local environment); or (b) The misuse of drugs, alcohol and other substances. <p>which affects all or part of the electoral area for which the member is elected or any person who lives or works in that area.</p> <p>(6) Specifically excluded from becoming a CCfA is –</p>	<p>committee are given the opportunity to ask questions of attendees and to contribute and speak;</p> <ul style="list-style-type: none"> those assisting the committee by giving evidence are treated with respect and courtesy; and the investigation is conducted so as to maximise the efficiency of the investigation or analysis. <p>(5) Following an investigation or review, the committee will prepare and submit a report to the Council and shall make the report and findings public.</p> <p>15. The party whip</p> <p>(1) When considering any matter, in respect of which a member of a committee is subject to the operation of a party whip, the member must declare the existence of the whip and the nature of it before the commencement of the committee's deliberations on the matter.</p> <p>(2) The declaration and the detail of the operation of whipping arrangements will be recorded in the minutes of the meeting.</p> <p>16. Councillor Call-for-Action</p> <p>(1) In accordance with Section 119 of the Local Government and Public Involvement in Health Act 2007 and Sections 19 and 20 of Part 3 of the Police and Justice Act 2006, any member of the Council may submit a Councillor Call for Action (CCfA) on a local government or crime and disorder matter. This is intended only to be used when all the usual channels for resolving such issues have been exhausted.</p> <p>(2) Referral is by way of notice to the Statutory Scrutiny Officer that an item be placed on the next available meeting of the OSMB and will be dealt with under the procedure set out in these Rules.</p> <p>(3) Any member of the Council may submit a Councillor Call for Action (CCfA) on a local government or crime and disorder matter.</p> <p>(4) A local government matter means a matter which:</p> <ul style="list-style-type: none"> (a) relates to the discharge of any function of the Council; (b) affects all or part of the electoral area for which the Member is elected or any person who lives or works in that area, and; (c) is not an excluded matter. <p>(5) A local crime and disorder matter, in relation to a member of a local authority, means a matter concerning –</p> <ul style="list-style-type: none"> (a) Crime and disorder (including in particular forms of crime and disorder that involve anti-social behaviour or other behaviour adversely affecting the local environment); or (b) The misuse of drugs, alcohol and other substances. <p>which affects all or part of the electoral area for which the member is elected or any person who lives or works in that area.</p>	

Current (Revised November 2020)	Suggested Amendments	Comments
<p>(a) any matter relating to a planning decision; (b) any matter relating to a licensing decision; (c) any matter relating to an individual or entity in respect of which that individual or entity has a right of recourse to a review or right of appeal conferred by or under any enactment; (d) any matter which is vexatious, discriminatory or not reasonable to be included in the agenda for, or to be discussed at, a meeting of the OSMB or at a meeting of a sub-committee of the OSMB.</p> <p>(7) Procedure Rule 6(a) to (d) shall not apply if the CCfA relates to an allegation that the Council has failed wholly or partly to provide a service on an individual or systematic basis. This will apply even though the matter might relate to a planning or licensing decision or one concerning an individual or entity who have a right of review or appeal.</p> <p>(8) Unless specifically excluded, with regard to crime and disorder matters, the OSMB has the power to –</p> <p>(a) review or scrutinise decisions made, or other action taken, in connection with, the discharge by the responsible authorities* of their crime and disorder functions; (b) to make reports or recommendations to the Safer Rotherham Partnership with respect to the discharge of those functions.</p> <p>Notes:</p> <p>A licensing decision means any decision in relation to:</p> <ul style="list-style-type: none"> an application for any authorisation within the meaning of section 2 of the Licensing Act 2003 (b), or a request for a review of any such decision; or any enforcement decision made under that Act or subordinate legislation made under that Act. <p>Planning decision means –</p> <ul style="list-style-type: none"> any decision on an application under the planning Acts or subordinate legislation made under those Acts for any agreement, approval, consent or permission; or any enforcement decision relating to any development within the meaning of those Acts; and “right of recourse to a review” does not include any right to make a complaint to the Commission for Local Administration pursuant to the Local Government Act 1974. <p>*Responsible authorities means the bodies or persons who are responsible authorities within the meaning given by section 5 of the Crime and Disorder Act 1998. Namely –</p> <ul style="list-style-type: none"> (i) the council for the area; (ii) the police and police and crime commissioner for the area; (iii) the fire and rescue service and fire and rescue authority for the area; and (iv) the NHS. 	<p>(6) Specifically excluded from becoming a CCfA is –</p> <p>(a) any matter relating to a planning decision; (b) any matter relating to a licensing decision; (c) any matter relating to an individual or entity in respect of which that individual or entity has a right of recourse to a review or right of appeal conferred by or under any enactment; (d) any matter which is vexatious, discriminatory or not reasonable to be included in the agenda for, or to be discussed at, a meeting of the OSMB or at a meeting of a sub-committee of the OSMB.</p> <p>(7) Procedure Rule 6(a) to (d) shall not apply if the CCfA relates to an allegation that the Council has failed wholly or partly to provide a service on an individual or systematic basis. This will apply even though the matter might relate to a planning or licensing decision or one concerning an individual or entity who have a right of review or appeal.</p> <p>(8) Unless specifically excluded, with regard to crime and disorder matters, the OSMB has the power to –</p> <p>(c) review or scrutinise decisions made, or other action taken, in connection with, the discharge by the responsible authorities* of their crime and disorder functions; (d) to make reports or recommendations to the Safer Rotherham Partnership with respect to the discharge of those functions.</p> <p>Notes:</p> <p>A licensing decision means any decision in relation to:</p> <ul style="list-style-type: none"> an application for any authorisation within the meaning of section 2 of the Licensing Act 2003 (b), or a request for a review of any such decision; or any enforcement decision made under that Act or subordinate legislation made under that Act. <p>Planning decision means –</p> <ul style="list-style-type: none"> any decision on an application under the planning Acts or subordinate legislation made under those Acts for any agreement, approval, consent or permission; or any enforcement decision relating to any development within the meaning of those Acts; and “right of recourse to a review” does not include any right to make a complaint to the Commission for Local Administration pursuant to the Local Government Act 1974. <p>*Responsible authorities means the bodies or persons who are responsible authorities within the meaning given by section 5 of the Crime and Disorder Act 1998. Namely –</p> <ul style="list-style-type: none"> (i) the council for the area; (ii) the police and police and crime commissioner for the area; (iii) the fire and rescue service and fire and rescue authority for the area; and (iv) the NHS. 	

Current (Revised November 2020)	Suggested Amendments	Comments
	<p>Schedule 1²⁶:</p> <p>Questions from the public and press at overview and scrutiny meetings. Public questions are taken at this meeting at the discretion of the Chair. For the purposes of this meeting, the procedure for the receipt and consideration of public questions are in accordance with the protocols set out within the RMBC Constitution - Council Procedure Rule 12 (Public Questions) and Part VII of the Overview and Scrutiny meeting procedure rules, paragraph14(2) Questions from the public and press.</p> <ol style="list-style-type: none"> 1. At the start of the meeting, 20 minutes will be allocated for eligible members of the public to put questions. 2. An individual shall be permitted to ask one question only. 3. Following the answer to the original question, a questioner may ask one supplementary question. This may not introduce any new issue and shall only be by way of seeking further or clearer information regarding the original question and the answer given. 4. Questions should only concern matters to be considered on the agenda for the meeting. 5. Questions: <ol style="list-style-type: none"> a) Must be reasonable and fair. b) Must not be defamatory, offensive, or abusive. c) Must not seek personal information regarding individual employees or users of Council services. d) Must not relate to individual employment issues. e) Must not relate to matters on which there is a pending right of appeal. f) Must not relate to matters subject to litigation. 6. The Chair may determine the validity of any question, in accordance with the above guidance or otherwise. The Chair may curtail any debate which is, in their opinion, inappropriate or not constructive. 7. Subject to compliance with the above guidance, all individuals shall be treated equally and have fair access to the meeting. 	<p>²⁶⁾ This echoes the wording to Schedule 2 of Exec Rules.</p>

This page is intentionally left blank

Revised July 2023 ROTHERHAM BOROUGH COUNCIL RESPONSIBILITY FOR FUNCTIONS Overview and Scrutiny Management Board	APPENDIX 9 Revised XXXX 2025 ROTHERHAM BOROUGH COUNCIL RESPONSIBILITY FOR FUNCTIONS Overview and Scrutiny Management Board	comments
<ol style="list-style-type: none"> 1. To consider matters relating to the conduct, structure and procedures of overview and scrutiny; 2. To provide overview and scrutiny of the Council's values, plans and strategies and to make recommendations for improvements as it considers appropriate; 3. To co-ordinate and prioritise the overview and scrutiny work programme and assign work, as it considers appropriate, to the various select commissions ² 4. To establish task and finish scrutiny working groups; this includes:- (a) determining their size and membership; and, (b) approving their terms of reference; ² 5. To liaise with the Leader and Cabinet to regularly attend the OSMB to assist in consideration of the scrutiny work programme, ² 6. To co-ordinate respective work programmes with the Chair of the Audit Committee and Parish Councils to identify areas of joint working as appropriate and. minimise areas of duplication², 7. To consider a request made under a Councillor Call for Action in relation to a local government matter (under the powers outlined in Section 119 of the Local Government and Public Involvement in Health Act 2007) 8. To consider a request made under a Councillor Call for Action in relation to crime and disorder issues (under the powers outlined in the Police and Justice Act 2006). 9. To act as the designated Crime and Disorder Committee under powers outlined in the Police and Justice Act 2006. ³ 10. To monitor and hold to account the performance of service delivery within the Council and its partners etc with particular reference to the Corporate Plan; ⁴ 11. To scrutinise and monitor whether efficiency savings are achieved or exceeded⁵; 12. To co-ordinate the carrying out of value for money reviews; ⁵ 13. To scrutinise the annual budget setting process⁶; and 14. To monitor the Council's budget and medium term financial strategy. ⁶ 15. To consider matters relating to equalities and diversity and the Council's specific initiatives to promote them; ⁷ 16. To make recommendations to the Cabinet, partners or to any organisation on issues scrutinised relevant to those bodies, and where appropriate, direct to Council; ¹⁰ 17. To co-ordinate for joint scrutiny activity with other authorities and nonexecutives/scrutineers from other bodies; ¹¹ 18. To approve an annual overview and scrutiny work programme, including the programme of any sub- committees it appoints; ² 	<ol style="list-style-type: none"> 1) To consider matters relating to the conduct, structure and procedures of overview and scrutiny; 2) To provide overview and scrutiny of the Council's values, policy, plans and strategies and to make recommendations for improvements as it considers appropriate; 3) To review and scrutinise decisions after they are made by the Cabinet and Council officers; 4) To make reports and/or recommendations to the full Council and/or the Cabinet in connection with the discharge of any functions; 5) To make recommendations to the Cabinet, partners or to any organisation on issues scrutinised relevant to those bodies, and where appropriate, direct to Council; 6) To make reports or recommendations to the full Council or the Cabinet on matters under the Council's general power of competence and power to promote the well-being which affect the borough or the inhabitants of the borough; 7) To monitor and hold to account the performance of service delivery within the Council and its partners etc with particular reference to the Council Plan and Year Ahead Delivery Plan; 8) To monitor and hold to account the performance of service delivery within the Council and its partners of joint authorities, committees and other bodies whose activities concern the borough and its inhabitants (eg South Yorkshire Combined Mayoral Authority, the Police, and public transport operators); 9) To scrutinise the annual budget setting process; and monitor the Council's budget and medium-term financial strategy. 10) To consider matters relating to community cohesion⁷, equalities and diversity and the Council's specific initiatives to promote them; 11) To consider matters relating to social inclusion and tackling poverty (in conjunction with appropriate scrutiny commissions) ⁷ 12) To consider matters relating to the Council's net zero targets, sustainability and action to tackling climate change⁷ 13) To undertake pre-decision scrutiny of proposals prior to decisions being taken by Cabinet; ⁸ 14) To exercise the right to call-in, for reconsideration of decisions made but not yet implemented by the Cabinet (as defined by Part V p.11 of the Constitution). ⁹ 15) To co-ordinate and prioritise the overview and scrutiny's annual work programme to: <ol style="list-style-type: none"> a. assign work, as it considers appropriate, to the various scrutiny commissions or any sub- committees or task and finish scrutiny working groups it appoints; 	<p>General point – responsibility or functions have been edited and re-ordered. New points high</p> <ol style="list-style-type: none"> 1) Re-ordered and edited points 2) See pt 15 for suggested amendments. This clarifies OSMB's role in coordinating scrutiny work programme across the board 3) See pt 17 4) Administrative Amendment – see pt 7 of suggested amendment 5) Deleted – implicit in pt 9 6) See pt 9 of suggested amendments 7) reflects current custom and practice – community cohesion currently sits with Improving Places but has not been looked at by this cte in recent years. Added to pt 10 of suggested amendments. Suggested items to add to work programme 8) new 9) not included in original functions 10) see pt 5 of suggested amendments 11) see pt 18 of suggested amendments

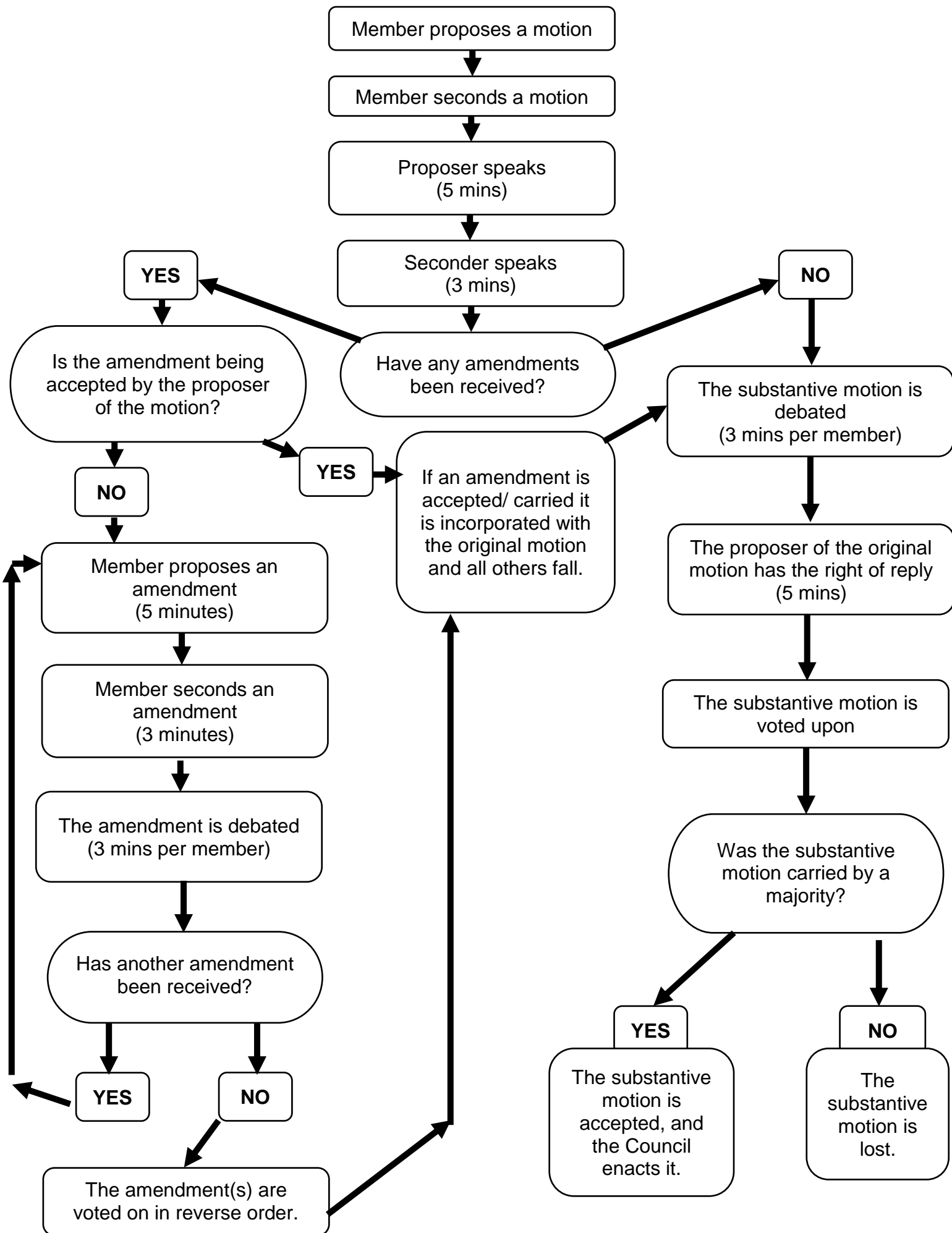
<p>19. To ensure that there is efficient use of the board's and overview and scrutiny select commission's time, and that the potential for duplication of effort is minimised. ²</p> <p>20. To ensure that members of the board and overview and scrutiny select commissions may efficiently carry out their work. ²</p> <p>21. To prepare and approve an annual overview and scrutiny work programme for implementation by the select commissions or their review groups, including ² –</p> <p>(a) liaison with the Cabinet and Senior Leadership Team, service reviews conducted on the basis of a scheduled programme of reviews or in response to a matter brought to the committee's attention by –</p> <ol style="list-style-type: none"> 1. an overview and scrutiny select commission; 2. an organisation with which the Council is in partnership, or 3. the public as a result of a public consultation exercise, or 4. the Forward Plan of key decisions; <p>22. To undertake reviews in consequence of the Council's Corporate Plan and ⁴;</p> <p>23. To undertake performance reviews of joint authorities, committees and other bodies whose activities concern the borough and its inhabitants (eg the Police, and public transport operators); ¹²</p> <p>24. To; ¹³</p> <p>25. To undertake reviews under the Council's general power of competence and power to promote the well-being of the citizens of Rotherham; ¹⁴</p> <p>26. To monitor and review the implementation of changes made following the acceptance by the Council of recommendations in earlier scrutiny reports; ²</p> <p>27. To submit an annual report to the Council on the operation of overview and scrutiny select commissions and recommendations for future work, in accordance with article 8(6) of the Constitution; ¹⁵</p> <p>28. To determine which overview and scrutiny select commission will assume responsibility for any particular issue, where matters fall within the remit of more than one select commission and to resolve any issues of dispute between them; ²</p> <p>29. To receive requests from the Cabinet and the Council or both for reports from a select commission and to allocate them as appropriate; ²</p> <p>30. To put in place and maintain a system to ensure that referrals from select commissions to the Cabinet, either by way of report or for reconsideration, are managed efficiently; ²</p> <p>31. To make reports or recommendations to the Cabinet or the Council in respect of functions which are the responsibility of the executive; ¹⁶</p> <p>32. To review or scrutinise decision making processes or actions taken in connection with the discharge of functions which are not the responsibility of the Cabinet ¹⁶</p> <p>33. To make reports or recommendations to the Council in respect of functions which are not the responsibility of the executive; ¹⁶</p> <p>34. To make reports or recommendations to the full Council or the Cabinet on matters which affect the borough or the inhabitants of the borough; and ¹⁶</p>	<p>b. liaise with the Cabinet and Senior Leadership Team or in response to a matter brought to the committee's attention by –</p> <ul style="list-style-type: none"> – an overview and scrutiny commission; – referral from a community or user group bodies (for example housing panels or Rotherham Youth Cabinet) or as a result of a public consultation exercise; – a public petition to Council reaching the threshold for debate at Council and/or referral to overview and scrutiny; – the Forward Plan of key decisions; <p>c. receive requests from the Cabinet and the Council or both for reports from a select commission and to allocate them as appropriate;</p> <p>d. ensure that there is efficient use of the board's and select commissions' time, and that the potential for duplication of effort is minimised;</p> <p>e. determine which overview and scrutiny commission will assume responsibility for any particular issue, where matters fall within the remit of more than one select commission and to resolve any issues of dispute between them;</p> <p>f. put in place and maintain a system to ensure that referrals from scrutiny commissions to the Cabinet, either by way of report or for reconsideration, are managed efficiently;</p> <p>g. To monitor and review the implementation of changes made following the acceptance by the Council of recommendations in earlier scrutiny reports;</p> <p>h. co-ordinate respective work programmes with the Chair of the Audit Committee and Parish/Town Councils to identify areas of joint working as appropriate and minimise areas of duplication,</p> <p>16) To act as the designated Crime and Disorder Committee under powers as outlined in the Crime and Disorder (Overview and Scrutiny) Regulations 2009.</p> <p>17) To consider a request made under a Councillor Call for Action:</p> <ol style="list-style-type: none"> a. in relation to a local government matter (under the powers outlined in Section 119 of the Local Government and Public Involvement in Health Act 2007) b. in relation to crime and disorder issues (under the powers outlined in Section 19, of the Police and Justice Act 2006) <p>18) To co-ordinate for joint scrutiny activity with other authorities and non-executives/scrutineers from other bodies;</p> <p>19) To submit an annual report to the Council on the operation of overview and scrutiny and recommendations for future work, in accordance with article 8(6) of the Constitution.</p> <p>20) To appoint non-voting co-optees to the Overview and Scrutiny Management Board and/or Scrutiny Commissions or Task and Finish Groups. ¹⁷</p> <p>21) To be the allocated residual responsibility for any function not otherwise allocated to a Scrutiny Commission. ¹⁸</p>	<p>12) See pt 8 of suggested amendments</p> <p>13) Health Scrutiny undertaken by HSC</p> <p>14) Included in pt 6 of suggested amendment</p> <p>15) See pt 19 of suggested amendments</p> <p>16) Renumbered to pts 3 – 6 of suggested amendments</p> <p>17) Omitted from original</p> <p>18) New</p>
--	---	---

<p>35. To arrange public consultation exercises for the purpose of assessing public satisfaction with current policies or to assist in the development of new policies.¹⁹</p>		19) delete
<p>SCRUTINY SELECT COMMISSIONS</p> <ol style="list-style-type: none"> 1. To carry out the annual overview and scrutiny work programme set for each select commission by the OSMB, including – <ol style="list-style-type: none"> a) service reviews conducted on the basis of clear priorities set in response to Cabinet, Council or a matter brought to the select commission's attention by a petition, other overview and scrutiny select commission, organisation with which the Council is in partnership, referral from tenant or user group bodies (for example area housing panels or Rotherham Youth Cabinet) or as a result of a public consultation exercise; b) performance reviews of joint authorities, other select commissions and other bodies whose activities concern the borough and its inhabitants (eg the Police, and public transport operators). 2. To submit reports commissioned by the OSMB in response to requests from the Cabinet or the Council (or both) for reports from overview and scrutiny select commissions. 3. To submit reports with recommendations to the Cabinet or the full Council in respect of functions which are the responsibility of the executive and which fall within the remit of the particular select commission. 	<p>SCRUTINY COMMISSIONS</p> <ol style="list-style-type: none"> 1. To carry out the annual overview and scrutiny work programme as agreed for each select commission with OSMB 2. To submit reports to OSMB with recommendations on matters that affect the borough or the inhabitants of the borough. 3. Within their terms of reference, each scrutiny commission may <ol style="list-style-type: none"> a. scrutinise and review the performance of the Council in relation to its policy objectives, performance targets and/or particular service areas; b. question Cabinet Members and Chief Officers about their decisions and performance, in relation to particular decisions, initiatives or projects; c. make recommendations to the Cabinet and appropriate Committee and/or Council arising from the outcome of the scrutiny process; d. review and scrutinise the performance of other partners and public bodies in the area and invite reports from them by requesting them to address the Committee and local people about their activities; e. conduct research, community and other consultation in the analysis of policy issues and possible options; 	Aligns with Appendix 2 and Part 8 of Constitution

<ol style="list-style-type: none"> 4. To review and scrutinise decisions made or actions taken in connection with the discharge of functions which are not the responsibility of the executive but which fall within the remit of the particular select commission. 5. To submit reports with recommendations to the full Council in respect of functions which are not the responsibility of the executive but which fall within the remit of the particular select commission. 6. To submit reports commissioned by the OSMB with recommendations on matters that affect the borough or the inhabitants of the borough for submitting to the Council or the Cabinet. 7. To arranging public consultation exercises for the purpose of assessing public satisfaction with current council policies or to assist in the development of new policies. 	<ol style="list-style-type: none"> f. question and gather evidence from any person (with their consent); and in liaison with OSMB, appoint non-voting co-optees to the Scrutiny Commissions and/or Task and Finish Groups. 	
<p>SPECIFIC FUNCTIONS Health Select Commission:</p> <ol style="list-style-type: none"> 1) The Health Select Commission is tasked with carrying out in-depth overview and scrutiny as directed by the OSMB, including – <ol style="list-style-type: none"> a) performing the role of the Council’s designated scrutiny body for any issue relating to health and the public health agenda including those functions contained within the Local Authority (Public Health, Health and Wellbeing Board and Health Scrutiny) Regulations 2013; (b) scrutinising the health services commissioned for the people of Rotherham (under the powers of health scrutiny as outlined in the Health and Social Care Act 2001); (c) scrutinising partnerships and commissioning arrangements in relation to health and well-being and their governance arrangements and the integration of health and social care services and budgets (d) scrutinising measures for achieving health improvements and the promotion of wellbeing for Rotherham’s adults and children; (e) scrutinising measures designed to address health inequalities; (f) scrutinising public health arrangements; (g) scrutinising food standards and environmental health; and (h) scrutinising issues referred to the select commission by the Healthwatch Rotherham (or any successor body). (i) Those elements of this scrutiny function relating to NHS England’s new review of Congenital Heart Disease services are delegated to the Joint Health Overview and Scrutiny Committee (Yorkshire and the Humber) 2) The Health Select Commission will also act as a consultee in respect of those matters of “substantial variation” on which NHS bodies must consult with the Council in relation to its health scrutiny function. (3) The Health Select Commission will lead on the overview and scrutiny of any regional and specialist health service health matters affecting residents of two or more local authorities within Yorkshire and the Humber, and will conduct such overview and scrutiny reviews in accordance with the Protocol for the Yorkshire and the Humber Council’s Joint Health Scrutiny Select Commission. 	<p>SPECIFIC FUNCTIONS Health Select Commission</p> <ol style="list-style-type: none"> 1. To discharge the local authority’s powers of review and scrutiny on such health related matters as designated within the Health and Social Care Act 2012, Statutory Instrument No. 218/2013 - The Local Authority (Public Health, Health and Wellbeing Boards and Health Scrutiny) Regulations 2013 and associated Department of Health Guidance. 2. The Health Select Commission is tasked with carrying out in-depth overview and scrutiny as directed by the OSMB, including scrutinising– <ol style="list-style-type: none"> a. Adult Social Services including adult safeguarding, services for older people, a range of services to meet the needs of people with learning disabilities, support for people with mental health issues and dementia, and services to support people with physical disabilities b. Arrangements from childhood to adulthood for people with complex needs (with Improving Lives) c. Partnerships and commissioning arrangements in relation to health and well-being and their governance arrangements and the integration of health and social care services, including prevention/early intervention activity d. Measures for achieving health improvements and the promotion of wellbeing for Rotherham’s adults and children; e. Measures designed to address health inequalities; f. Scrutinising public health arrangements; g. Issues referred to the select commission by the Healthwatch Rotherham (or any successor body). 3. The Health Select Commission is appointed to be part of the South Yorkshire, Derbyshire and Nottinghamshire Joint Health Overview and Scrutiny Committee under Regulation 30 of the Local Authority (Public Health, Health, Health and Wellbeing Boards and Health Scrutiny) Regulations 2013/218. The joint committee is authorised to discharge the following health overview and scrutiny functions of the authority (in accordance with regulations issued under Section 244 National Health 	<p>Updates legislation and guidance</p> <p>NEW – suggested amendments to address omissions in current TOR. Reflects elements in portfolio for Cabinet Member for Adult Care and Health</p> <p>Reflects current Joint Health Scrutiny arrangements</p>

	Service Act 2006) in relation to health service reconfigurations or any health service related issues covering this geographical footprint	
<p>2. Improving Lives Select Commission</p> <p>(1) The Improving Lives Select Commission is tasked with carrying out in-depth overview and scrutiny reviews as directed by the OSMB, including –</p> <p>(a) scrutinising the Every Child Matters agenda (note Health Select Commission responsibilities);</p> <p>(b) scrutinising the “Think Family” and early intervention/ prevention agendas;</p> <p>(c) scrutinising other cross-cutting services provided specifically for children and young people;</p> <p>(d) scrutinising the implementation of Rotherham’s plans to tackle Child Sexual Exploitation</p>	<p>Improving Lives Scrutiny Commission</p> <p>1. The Improving Lives Scrutiny Commission is tasked with carrying out in-depth overview and scrutiny as directed by the OSMB, including scrutinising –</p> <ul style="list-style-type: none"> a. Children’s Safeguarding (including neglect, abuse, CSE and CCE) and prevention and early intervention strategies; b. Family intervention, fostering, adoption and looked after children including out of borough placements; c. Transitional arrangements from childhood to adulthood for young people with complex needs (with Health and Adult Social Care Scrutiny Commission); d. Educational outcomes & 14-19 Strategy including early years, schools, SEND (special educational needs and disabilities) schools, and pupil referral units; e. Home to School Transport; f. Early Help services including the Troubled Families agenda and youth provision; g. Children and Adolescent Mental Health Services (CAMHS) (with Health and Adult Social Care Scrutiny Commission as appropriate); h. Domestic Abuse Strategy and response; i. Expanding opportunities for skills and learning for young people. <p>2. For scrutiny of education issues, the appointment of statutory co-optees. Namely one representative of the Church of England Diocese (if the Council maintains one or more Church of England schools), Roman Catholic Diocese (if the Council maintains one or more Roman Catholic schools) and between 2 and 5 parent governor representatives. These members have voting rights in relation to education matters.</p>	<p>Updates TOR to reflect current custom and practice (current TOR refers to policy initiatives from pre-2010)</p> <p>Reflects elements from portfolio of Cabinet Member for Children and Young People</p> <p>Makes explicit responsibility for recruitment of co-optees</p>
<p>3. Improving Places Select Commission</p> <p>(1) The Improving Places Select Commission is tasked with carrying out in-depth overview and scrutiny reviews as directed by the OSMB, including –</p> <p>(a) scrutinising community cohesion and social inclusion and the Council’s specific initiatives to promote them;</p> <p>(b) scrutinising tourism, culture and leisure services and strategies;</p> <p>(c) scrutinising borough wide housing and neighbourhood strategies;</p> <p>(d) scrutinising economic development and regeneration strategies; (</p> <p>e) scrutinising the environment and sustainable development; and</p> <p>(f) scrutinising devolved neighbourhood working.</p>	<p>Improving Places Scrutiny Commission</p> <p>1. The Improving Places Scrutiny Commission is tasked with carrying out in-depth overview and scrutiny as directed by the OSMB, including scrutinising –</p> <ul style="list-style-type: none"> a. Economic development and regeneration (Towns & Villages & major town centre projects and development) b. Libraries, arts, culture, leisure services and green spaces; c. Borough wide housing management and strategy; d. Neighbourhood working and the Thriving Neighbourhoods Strategy. e. Flood management f. Cemeteries, crematorium and mortuary services, including the Dignity contract. g. All matters relating to Waste Management, Street Scene, 	<p>Updated to reflect current practice.</p>

	<p>Street Cleansing, Litter & Fly Tipping.</p> <p>h. Emergency Planning issues</p> <p>i. Highways schemes, safety and active travel</p> <p>j. Enforcement policy and performance (including Community Protection, Environmental Health and food hygiene)</p> <p>k. Partnership strategies for Lifelong Learning, Skills and Employment</p>	
--	--	--

Motion/Amendment Flowchart

This page is intentionally left blank

NOTICE OF MOTION	Date of Council Meeting: 09/04/25
	Mover: Councillor Bennett-Sylvester
	Seconder: Councillor Currie
	Title of Motion: Selective Licensing

That this Council:

1. Believes that selective licensing can be an effective tool for raising standards in the private rented housing sector.

This page is intentionally left blank

NOTICE OF MOTION	Date of Council Meeting: 9 th April 2025
	Mover: Cllr Z Collingham
	Seconder: Cllr A Carter
	Title of Motion: Holding the Labour Government accountable for misleading voters on welfare reform

The Council notes:

- The resignation of the RMBC Deputy Leader, Cllr David Sheppard, from the Labour Party in protest over the Government's welfare reform plans, which he describes as targeting the vulnerable in society.
- The Labour Party's 2024 general election campaign included commitments to support vulnerable citizens and oppose austerity measures.
- The proposed welfare reforms are projected to cut £5 billion, primarily by restricting the eligibility for Personal Independence Payments (PIP), adversely affecting disabled individuals.

The Council believes:

- Public trust and confidence in the governing Party's principles and values is key in any democracy.
- The Labour Government's proposed welfare reforms represent a significant policy reversal from their election promises and a betrayal of voters' trust.
- The proposed reforms will disproportionately harm the most vulnerable members of society.

The Council resolves to:

1. Condemn the Labour Government's proposed welfare reforms and express disappointment at the breaking of election promises.
2. Call upon Labour Group Councillors to publicly oppose the proposed welfare reforms, and advocate for policies that honour election commitments made and support vulnerable residents.
3. Ask the Group Leaders to jointly write to the Secretary of State for Work and Pensions urging the Government to reconsider its approach to welfare reform and wider management of the economy, ensuring that policies align with election promises made and that they protect the well-being of the most vulnerable.

This page is intentionally left blank

NOTICE OF MOTION	Date of Council Meeting: 09/04/25
	Mover: Councillor Tarmey
	Seconded: Councillor A Carter
	Title of Motion: Save our Rivers: Residents shouldn't pay for water company pollution

That this Council notes that:

- Every river in England is now polluted, with Environment Agency data showing that water companies spilled raw sewage for a record time of 3.61 million hours into the sea and rivers in England in 2024.
- This included, amongst others: 203 times for 2012 hours in Ravenfield, 137 times for 460 hours near Greasbrough, 108 times for 1897 hours in Letwell, 82 times for 630 hours in Dinnington and Anston, 96 times for 265 hours near Eastwood, 62 times for 614 hours near Woodsetts and 53 times for 100 hours near Thorpe Hesley.
- Yorkshire Water is one of four water companies who are collectively responsible for over 90% of all serious pollution incidents; council believes that such companies should withhold bonuses for senior executives until the sewage problem is fixed. Whilst Severn Trent Water performs much better, there are still an unacceptable number of incidents overall across the borough.
- Rotherham residents will be left to pay for the profiteering behaviour of our water companies and the mishandling of the sewage scandal by successive governments; with water bills expected to increase by an average of £123 this year in England.
- Government funding to the Environment Agency to monitor river quality and regulate farms and water companies has dropped 75% since 2010/11 and in 2020 just 3.6% of pollution complaints made to the Agency resulted in penalties.

Council welcomes the establishment of a new Independent Water Commission but believes that further action is required on the part of the water industry and central government to tackle the sewage crisis.

Therefore, this Council resolves to request the Chief Executive write to:

1. The Chief Executive(s) of Yorkshire Water and Severn Trent Water calling for urgent action to address the impact of waste-water discharges on our local rivers.
2. The Secretary of State for Environment, Food and Rural Affairs asking for the budget of the Environment Agency to be increased.
3. The Chairperson of the Parliamentary Environmental Audit Committee to advocate for greater enforcement of existing regulatory powers.

NOTICE OF MOTION	Date of Council Meeting: 09/04/25
	Mover: Councillor Yasseen
	Seconded: Councillor Havard
	Title of Motion: Impact of Disability Welfare Cuts

Summary/Background:

As elected representatives of Rotherham, we have a moral obligation to speak up when national policy threatens the dignity, stability and wellbeing of our most vulnerable residents. Cutting welfare support for disabled and long-term sick people, not as a matter of necessity but to save money undermines the very principles of fairness, compassion and public service that we are elected to uphold.

That this Council:

1. Notes with serious concern that:
 - a. The Government has announced changes to disability related welfare benefits, including reductions in eligibility for Personal Independence Payment (PIP) and cuts or freezes to the health component of Universal Credit for those who are long-term sick. These changes will affect approximately 3.2 million households nationally, with an average loss of £1,720 per year;
 - b. Rotherham is disproportionately impacted, with 24,200 residents receiving PIP (14.3% of the working-age population) and 13,900 residents receiving the health component of Universal Credit (8.7% of people aged 18–65) both figures well above the national average;
 - c. The Department for Work and Pensions' own impact assessment forecasts that 370,000 current PIP claimants will lose an average of £4,500 per year by 2029/30, and 430,000 potential claimants will be denied access entirely;
 - d. New applicants for the health component of Universal Credit will see support cut by almost 50%, and existing claimants will face a benefit freeze, with 2.5 million people projected to lose an average of £500 per year;

- e. On a pro-rata basis, this means in Rotherham alone, an estimated 2,420 disabled people would lose PIP worth £11 million, 2,810 people would be denied access to PIP, and 13,900 residents could lose £7 million in support via Universal Credit;
 - f. The Government's own assessment also suggests that 250,000 people may be pushed into poverty. Proportionally, this equates to 1,640 more people in Rotherham, including **330 more children, falling below the poverty line.**
2. Notes with alarm that these cuts are driven primarily by a Government commitment to reduce welfare spending, rather than a comprehensive strategy to support disabled and long-term sick residents into meaningful employment;
 3. Recognises the Council's ongoing work to support residents through investment in advice services, local welfare assistance and partnership working, while acknowledging that powers over national welfare policy rest with central Government.

Therefore, this Council resolves to:

1. Request that the Leader of the Council write to the Secretary of State for Work and Pensions on behalf of the Council, expressing concern about the proposed welfare reforms and urging Government to immediately reconsider its proposals and instead:
 - Maintain current eligibility for PIP;
 - Uprate all elements of Universal Credit in line with inflation;
 - Focus on meaningful support to help disabled and long-term sick residents who can work, to access appropriate employment;
 - Collaborate with South Yorkshire local authorities and the Mayoral Combined Authority to implement the recommendations of the Pathways to Work Commission, including investment in skills, mental health support, and inclusive workplace practices.
2. Request that the Leader of the Council and Cabinet Members write to Rotherham's three Members of Parliament, urging them to oppose the proposed welfare reform plans in Parliament and to advocate for the protection of disability and sickness-related benefits on behalf of Rotherham residents.

AUDIT COMMITTEE
11th March, 2025

Present:- Councillor Marshall (in the Chair); Councillors Baggaley and McKiernan and Alison Hutchinson (Independent Person).

Apologies for absences were received from Councillor Blackham, Elliott and Michael Olugenga-Babalola (Independent Person).

Thilina de Zoysa (Grant Thornton External Auditor) was also in attendance.

78. DECLARATIONS OF INTEREST

There were no Declarations of Interest made at the meeting.

79. QUESTIONS FROM MEMBERS OF THE PUBLIC OR THE PRESS

There were no members of the public or press present at the meeting.

80. 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. 89 (External Quality Assessment of Internal Audit against the Global Internal Audit Standards (UK Public Sector)) and Minute No. 74 (Children and Young People's Services Strategic Risk Register) as defined in those paragraphs indicated below of Part 1 of Schedule 12(A) of such Act indicated, as now amended by the Local Government (Access to Information) (Variation) Order 2006.

81. MINUTES OF THE PREVIOUS MEETING HELD ON 14TH JANUARY, 2025

Consideration was given to the minutes of the previous meeting of the Audit Committee held on 14th January, 2025.

Resolved:- That the minutes of the previous meeting of the Audit Committee be approved as a correct record of proceedings.

82. EXTERNAL AUDIT UPDATE

Thilina de Zoysa, Grant Thornton (External Auditors) gave the following verbal update:-

- The final statement of accounts had been submitted to Audit Committee on 26th November, 2024, and the Value for Money report on 14th January, 2025, with an audited unqualified opinion issued on 17th January ahead of the backlog date of the end of February

AUDIT COMMITTEE - 11/03/25

- Greg Chandley would take over the management role for Rotherham's audit and was known to the Finance Team
- The audit plan would be submitted to the next Audit Committee. Work on the audit would commence in July as in previous years with the intention to complete the audit, including the Value for Money work, by December

The Chair thanked Thilina on behalf of the Committee for his service over the past 6 years and looked forward to working with Greg.

Resolved:- That the update be noted.

(The Chair authorised consideration of the above item to enable the Committee to be fully informed)

83. HAND-ARM VIBRATION UPDATE

Sam Barstow, Assistant Director, Community and Street Scene, presented an update in relation to the Council's improvements to systems in place to ensure the safety of employees in relation to Hand-Arm Vibration. The report also included the outcome of the investigation by the HSE and subsequent action taken through the Courts.

The process had initially started in 2019 when the Council had self-referred an individual through a RIDDOR (Reporting of Injuries, Diseases and Dangerous Occurrences) report. The individual had received an occupational health report clearly identifying the existence of Hand Arm Vibration (HAVs) illness and specified the need to report the individual in 2019. The Council could not locate documentation to confirm that a previous report, as required under RIDDOR, had been made and, therefore, in the interests of transparency and supporting the management of Health and Safety, the case was reported to the Health and Safety Executive which had triggered an investigation.

A decision was provided on 4th April 2023 that the HSE confirmed their intention to prosecute the Council for offences arising from failures under the general duty of S2(1) Health and Safety at Work Act and applicable RIDDOR legislation.

The matter was heard by Court and concluded on 17th December, 2024.

To ensure the safety of its employees, the Council had engaged vigorously with the Health and Safety Executive seeking advice and guidance to support a comprehensive review of the approach taken to this issue. The Council had become an exemplar of good practice and had been sharing the experience with others in the sector to help them improve their approach.

An action plan was fully concluded in June 2024 with a total of 55 actions completed. A performance dashboard was in place to capture data from across services and monitor any emerging trends or risk for further action. Two audits had been undertaken in relation to HAVs; the first concluded in December 2023 and provided 'reasonable assurance'. Four recommendations were made within the report. A further audit was concluded in June 2024 providing 'substantial assurance' and confirmed the recommendations had been fully and consistently implemented.

The Council had accepted from the outset that there had been failings in its management of the risk associated with the use of vibrating tools and entered a guilty plea before Court on 17th December 2024. The Council was fined £60,000 and order to pay costs in the sum of £5,775.70. The Court acknowledged and credited the Council for its early guilty plea with the Judge specifically commenting that he had studied the evidence as to what had now been implemented and this was to the Council's credit. It was also noted that there was clear evidence of steps having been taken voluntarily and a high level of co-operation beyond what would be expected.

The Court also acknowledged the Council's good health and safety record, lack of previous convictions and that the Council now had effective health and safety procedures in place.

Phil Horsfield, Assistant Director, Legal, Registration and Electoral Services, commented that a governance framework was in place in order to ensure that such breaches did not occur. There was considerable comfort to be taken both from the audit reports and from the judgement provided as well as the sharing of good practice with the HSE.

The changes to the overall systems and processes had been shared across the Council. As part of the improvement journey all relevant departments had been represented to ensure the changes were embedded across the Council and included in contracts with partners.

The number of individuals identified through the Occupational Health process was falling with a significant reduction in the number of cases since 2019 and, because of the controls the Council had in place, was able to defend any cases brought forward.

It was also noted that submission of this report discharges the Council's responsibility for reporting to Members on such matters.

Resolved:- That the content of the report, including the legal issues contained therein, be noted.

84. UPDATE ON IMPLEMENTATION OF CHANGES IN PROCUREMENT LEGISLATION

Rob Mahon, Assistant Director Financial Services, presented a report on the progress made towards the Council's implementation of the Procurement Act 2023, that came into force in February, 2025.

The report outlined some of the key changes that formed the new legislation together with the Council's progress to ensure a smooth transition to operating within the new legislation. The key areas the Council has had to focus on had been:-

- core procurement and legal staff training on the new legislation
- preparatory work to ensure that the Council's procurement and contract documentation was updated as required
- raising awareness of the new requirements around contract management performance reporting
- raising awareness across the Council of the changes and impacts
- assessing training needs to ensure the Council could continue to operate within procurement legislation in an efficient a way as possible

To support the transition to the new procurement legislation and minimise the level of work undertaken under the new rules, procurement officers working with services had ensured that the vast majority of open tenders in process had been published prior to the change over in legislation. It should be noted that procurement framework arrangements remained within the previous legislative regime (Public Contracts Regulations 2015) and as such were largely unimpacted and would remain this way for a number of years.

Karen Middlebrook, Service Manager, advised that the debarment list was held by Central Government and was a public document. They would instruct a Council not to award contracts.

Procurement training took place on a regular basis and provided to those officers requiring such. However, consideration would be given as to whether officers needed to be re-trained.

There were risks around procurement and as such was included on the Finance and Customer Services Directorate Risk Register. A lot of work was taking place on minimising the difficulties with Services not appropriately planning for their procurement activity but it was being tracked and an area of development for the Council.

Resolved:- That the progress made to implement the Procurement Act 2023 into Council procedures be noted.

85. TREASURY MANAGEMENT QUARTERLY UPDATE AND TREASURY MANAGEMENT STRATEGY

Natalia Govorukhina, Head of Corporate Finance, reported that the CIPFA (Chartered Institute of Public Finance and Accountancy) Code of Practice for Treasury Management 2021 recommended that Members be updated on Treasury Management activities at least quarterly. The submitted report was the quarter 3 review for 2024/25 which detailed performance against Treasury and Prudential Indicators.

The report incorporated the needs of the Prudential Code to ensure adequate monitoring of the capital expenditure plans and the Council's Prudential Indicators (PIs). It was also explained that it was a requirement that any proposed changes to the 2024/25 prudential indicators were approved by Council.

The monitoring, as set out in Appendix A, highlighted the key changes to the Council's capital activity (the PIs) and the actual and proposed Treasury Management activity (borrowing and investment). The review indicated performance was in line with the plan and there were no proposals to vary the approach for the remainder of the year.

Reference was made to the key messages for investments, borrowing and governance.

Whilst the Council's approach to Treasury Management in recent years utilised short-term borrowing and had generated significant savings for the Council, the future outlook was more challenging. The current strategy was to maintain the Council's position of being under-borrowed against the Capital Financing Requirement. The Council was forecast to require additional borrowing before the end of the 2024/25 financial year; this borrowing would be taken on a short-term basis to avoid exposure to currently high interest rates in anticipation of lower rates in future years. There was a possibility of taking some long term borrowing from the PWLB at the discount HRA rate.

The continuing approach to Treasury Management had been discussed with the Council's external Treasury Management Advisers, Link Asset Services, who have confirmed this was a prudent approach given current market conditions. Link Asset Services will continue to monitor borrowing rates and inform the Council if there were opportunities to borrow at advantageous rates.

The Capital Programme was approved by Council on 5th March, 2025, which also included an updated programme. This reflected the slippage on schemes and capital investment. These were set out in the appendices to the budget report considered by Council (Minute No. 123 of 5th March 2025 refers).

Resolved:- That the report be received and the contents noted.

86. INTERNAL AUDIT PROGRESS REPORT

Consideration was given to a report presented by Louise Ivens, Head of Internal Audit, which provided a summary of Internal Audit work completed during 1st November, 2024 to 31st January, 2025, and the key issues that had arisen.

The plan attached as part of the report showed the position up to the end of January 2025, the progress of the 2024/25 audit plan, the reports finalised between November 2024 and January 2025 and performance indicators for the Team. Since the last report there had been 3 audits deferred and 2 audits removed from the plan.

Internal Audit provided an opinion on the control environment for all systems or services which were subject to audit review. The report detailed the audit opinions and a summary of all audit work concluded in the last quarter. 6 audits had been finalised since the last Audit Committee, 3 of which had received Substantial Assurance, 2 received Reasonable Assurance opinion and one Partial Assurance.

A review of the current performance indicators was detailed in Appendix D, post-audit questionnaires and results included at Appendix E and the Quality Assurance and Improvement Plan at Appendix F.

Since the last meeting, a slightly revised Application Note: Global Internal Audit Standards (GIAS) had been issued. This provided a framework for the practice of internal audit in the UK public sector when taken together with the Global Internal Audit Standards (GIAS) issued by the Institute of Internal Auditors. It set out interpretations and requirements which needed to be applied to the GIAS requirements in order that these form a suitable basis for internal audit practice in the UK public sector.

Consultation on the Code of Practice for the Governance of Internal Audit in UK Local Government had now closed and the final Code had been published. The Code complemented the standards which applied to the practice of internal audit from the perspective of the heads of internal audit (or 'chief audit executive').

From 1st April 2025 the requirements of the Application Note, the Code and the Global Internal Audit Standards apply to work on internal audit engagements commenced on or after this date. It would be referred to as GIAS (UK public sector).

CIPFA (the Relevant Internal Audit Standard Setter for local government) had stated that internal audit teams would not be expected to demonstrate full conformance on this date. They must work in accordance with the new standards from this date and by doing so would build up their conformance. Further detail on the standards and the action

that had been updated following a self-assessment was included on the agenda as a separate item.

It was noted that the audit of the cash and banking system and reconciliations had been deferred to 2025/26. This was due to the long process involved in moving from one banking provider to another. Once the implementation had been completed, the processes and procedures would be audited to ensure it had been done accurately.

With regards to a query on the deferred recommendation, it was noted that the introduction of the new telephony system had caused delays but the action following the audit was on track for completion at the end of March.

Resolved:- (1) That the Internal Audit work undertaken since the last Audit Committee, 1st November, 2024 to 31st January, 2025, and the key issues that have arisen from it be noted.

(2) That the performance objectives of Internal Audit and the actions being taken by audit management in respect of meeting the performance objectives be noted.

87. INTERNAL AUDIT ANNUAL PLAN 2025-26

Consideration was given to the Internal Audit Plan for 2025-26 presented by Louise Ivens, Head of Internal Audit. The report explained Internal Audit's approach to the development of the Plan, as well as detailing the specific activities Internal Audit planned to review during the year. It reflected a comprehensive risk assessment process including discussions with Strategic Directors and Assistant Directors to obtain their views of key risks and areas for audit coverage.

It was designed to enable the Head of Internal Audit to give their annual opinion at the end of the year on the adequacy and effectiveness of governance, risk management and the control framework. The Plan would remain flexible and be reviewed during the year to ensure it remained relevant.

In line with auditing standards, the proposed audit plan had been devised adopting a risk based approach using:-

- The Council's risk management processes and the strategic and Directorate risk registers
- Reports by management to the Audit Committee on the management of risks and the outcomes of external inspection reports
- The results of previous Internal Audit work and ongoing assessment of the auditable entities within the Authority
- Planned work deferred from 2024-25
- Council Plan and Year Ahead Delivery Plan
- Knowledge of existing management and control environments

- Professional judgement on the risk of fraud or error
- Consultation with all Directorate Leadership Teams and the Strategic Leadership Team taking into account feedback from Assistant Directors, Strategic Directors, the Monitoring Officer and the Chief Executive
- Awareness of relevant local and national issues
- Regular dialogue with authorities within South and West Yorkshire helped to ensure that the Authority was aware of emerging risks within other councils so that they could be considered during audit planning

The outputs from the planning process had been prioritised to produce a plan that balanced the requirement to give an objective and evidence based opinion on aspects of governance, risk management and internal control, the time required for anti-fraud and corruption activity, the requirement for Internal Audit to add value through improving controls and the need to retain a contingency element to remain responsive to emerging risks.

As well as identifying all of the proposed pieces of work to be carried out during the year, the plan also explained the statutory requirements for Internal Audit, described the approach and methodology adopted in producing the plan, showed the level of resources available to deliver the plan (980 days) and included a contingency for responsive work.

In line with auditing standards, the plan did not become fixed once it was approved; it remained flexible and would be revised to take into account any significant emerging risks facing the Authority. It would be subject to half year review in consultation with Strategic Directors and Assistant Directors.

It was noted that, as in previous years, the technical audits of IT systems would be conducted by Salford City Internal Audit Services who specialised in this field of work. The Internal Audit Team comprised 7.52 full-time equivalents with 980 days allocated in the plan for 1st April, 2025 to 31st March, 2026. The number of days available had reduced from 2024/25 due to the flexible retirement of one member of the Team (reduction in hours worked). The plan was considered sufficient to allow the Head of Internal Audit to give the annual opinion at the end of the year.

The Head of Internal Audit was confident that there was sufficient contingency time to add any additional audits if required. There were time requirements for follow-up audits built into the plan that were only required to be budgeted for the first 6 months of the year. Any follow-ups required after that would be included in the plan for the next financial year.

The "very high" priority rated audits were audits that needed to be done within the financial year. The "high" rated audits were those that the Audit Team would like to do during the year. All the audits rated as "medium" or "low" were included on a separate list and would be revisited at the 6

monthly period to ascertain if the risk had changed. The audit planning process included reviewing areas that had not been audited for some time.

Resolved:- That the Internal Audit Plan for 2025-26 be approved.

88. INTERNAL AUDIT CHARTER, INTERNAL AUDIT QUALITY ASSURANCE AND IMPROVEMENT PROGRAMME AND SELF ASSESSMENT AGAINST PUBLIC SECTOR INTERNAL AUDIT STANDARDS (PSIAS) AND THE GLOBAL INTERNAL AUDIT STANDARDS

Consideration was given to a report presented by Louise Ivens, Head of Internal Audit, which detailed how Internal Audit was a major source of assurance to the Council on the framework of control, risk management and governance. All Internal Audit functions in Local Government must comply with PSIAS up to 31st March, 2025 and thereafter to new standards. The new standards consisted of the Global Internal Audit Standards (GIAS) of the Institute of Internal Auditors and the Application Note: Global Internal Audit Standards in the UK public sector. The Application Note directed local government sector bodies to apply the Code of Practice for the Governance of Internal Audit in UK local government.

Both sets of standards included the need for a Quality Assurance and Improvement Programme (QAIP) to provide continual improvement based on ongoing quality assurance and an annual self-assessment with an external assessment at least every 5 years.

An external assessment was undertaken in November 2020 which showed general conformance with those standards and was presented to Audit Committee in March 2021 (Minute No. 154 refers). This was the highest classification of results from those assessments (generally conform, partially conform or do not conform). The QAIP Action Plan was updated to address the areas where further improvement could be made based on the suggested actions to consider in the report.

The latest self-assessment had now been completed which again showed general conformance with the standards. The report submitted showed the status of actions in the previous year's Action Plan and the actions identified as being relevant for the coming year including the actions identified from an initial review against the Global Internal Audit Standards (UK public sector).

The Internal Audit Charter was in effect the Terms of Reference of the Internal Audit Service and must be reviewed periodically and submitted to the Audit Committee for approval. There had been a number of changes to the Charter to reflect the requirements of the new Global Internal Audit Standards (UK public sector) and the Code of Practice for the Governance of Internal Audit in UK Local Government.

In response to a question, it was not felt that any new audits themselves would take longer, however, there would be time required to update the audit manual, processes/procedures and templates etc. as well as the training of staff. However, this had been factored into the days available in the audit plan.

Resolved:- (1) That the production and ongoing implementation of the QAIP and the action plan based on the internal self-assessment reported to this Committee, including the initial review of conformance against the Global internal Audit Standards (UK Public Sector) be noted.

(2) That the Internal Audit Charter, as attached in Appendix D of the report submitted, be approved.

89. EXTERNAL QUALITY ASSESSMENT OF INTERNAL AUDIT AGAINST THE GLOBAL INTERNAL AUDIT STANDARDS (UK PUBLIC SECTOR)

Louise Ivens, Head of Internal Audit, reported that the Public Sector Internal Audit Standards (PSIAS) and the Global Internal Audit Standards (UK public sector) set out that Internal Audit service providers must be externally assessed against the standards at least every 5 years. Rotherham's Internal Audit was last externally assessed at the end of 2020. An external assessment was, therefore, required during the 2025/26 financial year.

The report set out the options for the assessment, the relevant costs and the preferred option for consideration.

The Relevant Internal Audit Standard Setter (RIASS) i.e. CIPFA had determined that the qualification requirement (in GIAS) should be replaced by a different qualification requirement. GIAS 8.4 set out a requirement that, when selecting the independent assessor or assessment team, the CAE must ensure that at least one person holds an active Certified Internal Auditor designation. The RIASS has determined that this was replaced by a requirement that at least one person have the characteristics outlined for a CAE qualification and has an understanding of the GIAS commensurate with the Certified Internal Auditor designation including internal audit relevant continuing professional development and an understanding of how the GIAS was applied in the UK public sector. The CAE must consider these matters as part of the selection process.

Past practice within local government has been that external assessments were carried out by a Head of Internal Audit from another local authority (also known as peer review) by accountancy or audit bodies or by other qualified individuals. All have been considered within the report.

It was the Head of Internal Audit's opinion that a validation of an internal assessment was sufficient. The 3 options were set out in the report together with the associated costs.

Resolved:- That option 1, as set out in the report submitted (CIPFA to undertake a full assessment), be approved.

(Appendix 1 was considered in the absence of the press and public in accordance with Paragraph 3 of the Act (Information relating to the financial or business affairs of any particular person (including the authority holding that information/financial information))

90. RISK MANAGEMENT DIRECTORATE PRESENTATION - CHILDREN AND YOUNG PEOPLE'S SERVICES

Helen Sweatton, Joint Assistant Director, Commissioning and Performance presented a report providing details of the Risk Register and risk management activity within the Children and Young People's Services Directorate.

The Directorate level Risk Register currently had 4 risks items listed of which 2 were also included on the Corporate Risk Register:-

- CYPS01 (SLT01) - Keeping Children, Young People and Families safe from harm
- CYPS02 (SLT16) – CYPS to achieve budgetary savings linked to Medium Term Financial Strategy and Maintaining a balanced budget and Medium Term Financial Strategy that enables the continued delivery of core Council services and ensure the ongoing financial resilience of the Council

Risk formed a critical part of management oversight in CYPS and was discussed/reviewed at the CYPS Assurance Board meeting on a quarterly basis with escalations reviewed as exception outside of the reporting cycle. The DCS took ownership of the Directorate risk management arrangements and, where required, would meet with the CYPS Risk Champion to provide additional sign off should the aforementioned meetings not take place within a satisfactory time period.

Each Assistant Director was accountable for managing a Service Risk Register which was formally monitored and reviewed with their senior managers on a monthly basis.

As part of the corporate programme to embed risk management into the culture of the Council, all managers from CYPS 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.

Completion of the mandatory risk management training within the CYPS workforce took place alongside colleagues in Organisational Development and managers following up non-completion through one-to-one discussions.

Discussion ensued on the Directorate's budget which had been reduced significantly over recent years and the risk rating associated with it. The External Auditor confirmed that this was a national issue with Children's Services and not unique to Rotherham.

Resolved:- That the progress and current position in relation to risk management activity in the Children and Young People's Services Directorate, as detailed in the report now submitted, be noted.

(Appendix 1 was considered in the absence of the press and public in accordance with Paragraph 3 of the Act (Information relating to the financial or business affairs of any particular person (including the authority holding that information/financial information))

91. AUDIT COMMITTEE FORWARD WORK PLAN

Consideration was given to the proposed forward work plan for the Audit Committee for June 2025 to March 2026. The plan showed how the agenda items related to the objectives of the Committee. It was presented for review and amendment as necessary.

Resolved:- That the Audit Committee forward work plan, as submitted, be approved.

92. ITEMS FOR REFERRAL FOR SCRUTINY

There were no items for referral.

93. URGENT BUSINESS

There was no other urgency business to be considered.

94. DATES AND TIMES OF FUTURE MEETINGS

Resolved:- That meetings of the Audit Committee take place as follows during 2024-25:-

Tuesday,	17 th June,	2025
	29 th July	
Thursday,	25 th September	
Tuesday,	25 th November	
	13 th January, 2026	
	17 th March	

LICENSING SUB-COMMITTEE**12th March, 2025**

Present:- Councillor Hughes (in the Chair); Councillors Beresford and Bower.

29. CONSIDERATION OF AN APPLICATION (MADE IN ACCORDANCE WITH S.17 OF THE LICENSING ACT 2003) BY AKMS RETAIL LTD FOR THE GRANT OF A PREMISES LICENCE IN RESPECT OF THE PREMISES KNOWN AS TODAY'S SITUATED AT UNIT 4, OX CLOSE AVENUE, KIMBERWORTH PARK, ROTHERHAM S61 3QY

Consideration was given to an application (made in accordance with Section 17 of the Licensing Act 2003) for the grant of a Premises Licence in respect of premises known as Today's situated at Unit 4, Ox Close Avenue, Kimberworth Park, Rotherham S61 3QY.

The applicant, AKMS Retail Ltd., was seeking authorisation to allow:-

- 24 hour sale of alcohol for consumption off the premises on every day of the week and between 00:00 hours (midnight) and 23:59 hours – 24 hours opening and
- Provision of late night refreshment for consumption off the premises on every day of the week between 23:00 hours and 05:00 hours on the following day. No licence was required outside of these hours

The premises were described in the application as a general convenience store selling an extensive range of goods and that the proposed 24 hours operation was to provide the greatest flexibility for the business.

The applicant had offered 33 management control conditions in the application.

Consultation on the application had been carried out in accordance with all statutory requirements and the Council procedure. At the end of the consultation period, all of which were opposed to the grant of the application, representations had been received from 2 Responsible Authorities and 31 "Other Persons".

The applicant, Mr. Arumugam Kalamohan (Company Director/Premises Licence Holder) was in attendance together with Mr. Silva (Designated Premises Supervisor), Ms. A. Forrest (Solicitor) and Ms. C. Bucket (Symbol Development Manager).

2 of the Responsible Authorities, South Yorkshire Police and the Licensing Authority, had made representations to the application. The Sub-Committee heard representations from Mrs. D. Kraus (Principal Licensing Officer) together with Alan Pogorzelec (representing the Licensing Authority), Emily Price (Solicitor) and Jo Belton (South Yorkshire Police Licensing Officer).

LICENSING SUB-COMMITTEE – 12/03/25

The objections of South Yorkshire Police were based on all 4 licensing objectives i.e.:-

- Prevention of crime and disorder.
- Public safety.
- Prevention of public nuisance
- Protection of children from harm.

South Yorkshire Police had contacted the applicant representative requesting the following changes to operating hours and additional conditions:-

- Changes to the operating hours Sunday to Thursday to 06:00 hours-23:00 hours and Friday and Saturday 06:00 hours-midnight
- No singular alcoholic drinks including beer, lager and cider in cans will be sold; a minimum purchase of 4 will be required
- No beers, lager or cider of 6.5% ABV and above to be sold at this premise

Following discussions with the applicant's representative, they agreed to reduce the hours to 06:00 hours-23:00 hours Sunday-Thursday and 06:00 hours-midnight Friday and Saturday. Agreement had not been reached regarding the additional conditions.

The objections of the Licensing Authority were based on 2 of the licensing objectives i.e.:-

- Prevention of crime and disorder
- Public nuisance

Consideration of the withdrawal of the representation would be given if the application was amended so as to:-

- Seek the consent for the sale of alcohol between 08:00 hours and 23:00 hours
- Withdraw the request to provide late night refreshment
- Offer additional management controls as a condition of any licence as follows:-
 - No singular alcoholic drinks of beer, lager and cider in cans or bottles (smaller than 500ml) shall be sold. A minimum purchase of 4 cans or bottles shall be required
 - No beers, lager or cider of 6.5% ABV and above shall be sold

31 "Other Persons" opposed the grant of the application 3 of which were from local Councillors, the Parochial Church Council of St. John's Church and 27 local residents.

The Sub-Committee took into consideration the written submissions that had been provided as well as the presentations by the 3 Ward Councillors and one of the objectors. The objections centred around:-

- Potential increase in anti-social behaviour due to the sale of alcohol for off-premises consumption 24 hours
- Significant noise and disruption by the provision of late night refreshment
- Increased littering and vandalism as well as noise nuisance
- Possible disruption to local business
- Concern for the safety of residents and surrounding premises/properties
- Premises already selling alcohol/refreshments that both close 21:00-22:00 hours
- Known anti-social behaviour/disorder problems in the St. John's Green area
- Existing crime and disorder in the area
- Public safety
- Disruption to their quality of life
- The area had been a high priority for South Yorkshire Police and Youth Service for numerous years due to the anti-social behaviour
- Introduction of a 24 hour retailer would exacerbate the existing problems
- Safeguarding issues

No additional evidence had been received from the applicant, Responsible Authorities or "Other Persons".

In response to questions, the applicant provided the following information:-

- The applicant had listened to and understood the concerns of residents/Local Authority and Police. The application was no longer for 24 hours but as proposed by the Police i.e. 06.00 hours-23:00 hours Sunday to Thursday and 06:00-midnight Friday and Saturday. The application for the provision of light night refreshment was also removed
- Other premises nearby sold strong lager/beer/cider so was not fair to ask him not to sell them
- Any issues in the area with regard to alcohol were existing ones as the premises were not open yet
- If not allowed to sell strong alcohol customers would go elsewhere to buy their shopping
- The applicant did not want to sell single cans but would be happy with 2; the restriction to sell 4 was really difficult
- No statistics had been provided evidencing the problems in the area relating to the consumption of stronger alcohol

- The Premises Licence Holder was a very experienced operator and had over 25 years' experience in retail. He currently had 9 shops some of which operated 24 hours
- The Designated Premises Supervisor was also very experienced and had worked in the licensing trade for 10 years
- The premises had been refurbished with an investment of £700K. It had a sophisticated CCTV system installed which would deter anti-social behaviour. There were 16 cameras inside the premises and 9 outside
- The premises were part of the Today Group that had quite strict due diligence and had to abide by their standards
- The staff training would be provided by the consultant

In addition Claire Buckle, Symbol Development Manager, added the following information:-

- Partnered with DB Wholesale with over 60 years' experience
- Developed and supported all the applicant's convenience stores
- The applicant always make a substantial investment in his acquisitions
- The site had been falling into ruin; this was a massive regeneration project for the area

Resolved:- That the application, as amended, for the grant of a Premises Licence in respect of premises known as Today's situated at Unit 4, Ox Close Avenue, Kimberworth Park, Rotherham S61 3QY be approved as follows:-

(1) Sale of alcohol, for consumption off the premises, on every day of the week between 06:00 hours and 22:00 hours.

(2) That there be no single sales of beer/lager or cider in cans/bottles under 500mls and under.

(3) That a CCTV camera system capable of providing good quality images in all lighting conditions shall be used and include the point of sale. Images will be retained for a period of at least 28 days and be made available with the minimum of delay (within 48 hours) to the Police and other Authorised Persons upon reasonable request for evidential purposes, in accordance with the relevant data protection legislation (currently GDPR 2018).

(4) That the CCTV recording equipment shall be kept in a secure environment under the control of the premises licence holder (PLH) and/or another named responsible individual.

(5) That there shall be sufficient members of trained staff available to be able to download or view CCTV evidence with the minimum of delay (within 48 hours) at the reasonable request of an authorised officer.

(6) That in the event of a breakdown of the CCTV equipment, the PLH/DPS or another member of staff shall inform the Licensing Authority as soon as is reasonable practicable. These premises shall close until the CCTV equipment has been repaired and in full working order.

(7) That an appropriate number of staff shall be on duty in the shop – the number of staff on duty will be assessed and determined on a regular basis by the PLH/DPS taking account of any peak periods in terms of sales, volume of customers etc.

(8) That all staff selling alcohol will be authorised to sell alcohol in writing and a record of the authorisation will be made available for inspection upon request and within 48 hours.

(9) That spirits be kept behind the counter.

(10) That any incidents of crime and disorder at or immediately outside the premises, witnessed by staff, will be recorded in an incident book kept at the shop. This book will be made available for inspection by the Police and other Authorised Persons upon request.

(11) That the shop shall operate an alcohol refusals policy as follows – alcohol will not be sold to any person:

- i recognised or identified as a street drinker (regardless of their level of inebriation at the time)
- ii found to be drinking alcohol in the street
- iii who is drunk or appears to be drunk
- iv suspected of trying to buy alcohol for another person who is drunk or appears to be drunk
- v unable to provide valid ID when requested by staff
- vi who is verbally or physically abusive towards staff or customers
- vii suspected of trying to buy alcohol for another person(s) who may be under age

(12) That a notice advising customers of the refusal policy shall be on display.

(13) That a notice(s) shall be on display telling customers not to drink alcohol in the street.

(14) That the PLH and/or the DPS will seek regular contact with the Police and other parties as appropriate to receive updates on any relevant issues in connection with the promotion of the licensing objectives.

(15) That a 'Crimestoppers' notice will be on display to promote the initiative.

LICENSING SUB-COMMITTEE – 12/03/25

(16) That the premises shall comply with the Portman Group code of practice on rules for the naming, packaging and promotion of alcoholic drinks.

(17) Notice(s) will be displayed asking customers to leave the shop quietly.

(18) Notice(s) will be displayed asking customers not to drop any letter on the floor.

(19) That staff will monitor the area immediately outside the shop on a regular basis to check for and dispose of any litter.

(20) That deliveries to and from the shop will be conducted to ensure no public nuisance is caused.

(21) That Challenge 25 shall be used. Alcohol will only be sold to people who can satisfy or prove to the seller that they are 18 years old or over. The only acceptable form of ID will be a passport, photo driving licence, a PASS accredited proof of age card, or other form of photo ID as recommended by Trading Standards.

(22) That the premises shall display clear and prominent signage advising customers that a Challenge 25 Policy is in operation.

(23) That an automatic till prompt system shall be used to assist staff carrying out age verification.

(24) That an alcohol refusals register will be kept and maintained. The register will include details of the date of the refusal, the time and the reason(s) for refusing the sale. It will be checked on a regular basis by the DPS and be made available for inspection by responsible authorities within 24 hours.

(25) That a notice(s) shall be displayed in the premises where they can be seen clearly to advise customers that it is unlawful for persons under 18 to purchase alcohol or for any persons to purchase alcohol on behalf of a person under 18 years of age.

(26) That a due diligence checklist will be used to help prevent underage sales.

(27) That all staff to be trained prior to serving alcohol and other age restricted products. The training will cover matters such as preventing underage sales, proxy sales and refusing service.

(28) That staff training will be refreshed every 12 months, records will be kept and be made available to responsible authorities upon request.

STANDARDS AND ETHICS COMMITTEE
13th March, 2025

Present:- Councillor Clarke (in the Chair); Councillors Beck, T. Collingham, Hall, Jackson and Keenan along with Mrs. M. Carroll (Parish Council Representative).

Also in attendance was Mr. P. Beavers (Independent Person) and a member of the public (open items only).

Apologies for absence were received from Councillor Monk, Mr. D. Roper-Newman (Independent Person) and Mrs. A. Bingham and Mrs. K. Penney (Independent Members).

23. DECLARATIONS OF INTEREST

There were no declarations of interest.

24. 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 (Minute Nos. 26 and 27 (Whistleblowing and Complaints) on the grounds that the appendices to those reports involves the likely disclosure of exempt information as defined in Paragraph 1 of Part 1 of Schedule 12A to the Local Government Act 1972.

25. MINUTES OF THE PREVIOUS MEETING HELD ON 16TH JANUARY, 2025

Consideration was given to the minutes of the previous meeting held on 16th January, 2025.

Reference was made to Minute No. 21 (Consultation on Strengthening the Standards and Conduct Framework for Local Authorities in England) where it was confirmed the responses to the questions were forwarded onto Government on behalf of the Committee.

Resolved:- That the minutes of the previous meeting held on 16th January, 2025 were approved as a true and correct record of the proceedings and signed by the Chair.

26. A REVIEW OF CONCERNS RAISED PURSUANT TO THE WHISTLEBLOWING POLICY

Consideration was given to the report and appendix presented by the Service Manager, which provided an overview of the Whistleblowing cases which have been received over the past year.

STANDARDS AND ETHICS COMMITTEE - 13/03/25

Particular reference was made to the confidential appendix to the report which set out clearly the description of the concerns received and action taken.

Resolved:- That the Whistleblowing concerns raised over the previous year and the actions taken to address these matters be noted.

27. REVIEW 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 confidential appendix to the report listed the current cases of complaint and the action being taken in respect of each one.

Reference was made to each related case and recommended outcomes/actions identified were highlighted.

Resolved:- That the report be received and the contents noted.

28. STANDARDS AND ETHICS COMMITTEE - WORK PLAN

Consideration was given to the report presented by the Service Manager which set out the draft Work Plan for the Standards and Ethics Committee for the period January to November, 2025.

The Committee was, therefore, requested to suggest any amendments, make further proposals for consideration and thereafter adopt a final version.

Proposals were in hand for a dedicated training session for all Members of the Committee. This training session had not been included on the Work Plan.

In agreeing the contents the Committee was advised that the Annual Report had been mistakenly included for March, but in fact would be included for June, 2025.

Resolved:- (1) That the draft Work Plan be received and the contents noted.

(2) That, subject to the Annual Report being included for June, 2025 the final Work Plan for the period January to November, 2025 be approved.

29. MEMBERSHIP OF THE STANDARDS AND ETHICS COMMITTEE

Consideration was given to the report presented by the Service Manager which detailed a proposed review of the current membership of the Standards and Ethics Committee and how this could be refreshed.

The report set out in detail the establishment of the current membership and composition following the implementation of the Localism Act 2011.

It was noted the current Parish Council Members were appointed in June 2021 for a period of four years. The mechanism for selecting the three nominees would be a matter for the Town and Parish Councils through the Yorkshire Local Councils Association.

In respect of the two vacant Independent Members of the Committee, it was appropriate to advertise to try to fill these vacancies and renew this type of membership of the Committee.

Subject to the Committee's consent a report on proposed appointments to the Parish and Town Council Members and Independent Members should be submitted to the June meeting for approval.

Resolved:- (1) That arrangements for the nomination of Parish Council Members from the Parish and Town Councils in the Borough be approved.

(2) That the two vacant Independent Member roles on the Committee be advertised and recruited to.

30. URGENT BUSINESS

The Chair advised that there were no urgent items of business requiring the Committee's consideration.

However, a training video was shown at the end of the meeting from Geldards Public Sector on Member Conduct. A copy of the slides would be circulated to all attendees and, if required, the video could again be made available prior to the commencing of the next meeting in June, 2025.

This page is intentionally left blank