# Council

**Wednesday 5 November 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:- **28th October 2025**

# COUNCIL

**Wednesday 5 November 2025 at 2.00 p.m.**

**THE MAYOR (Councillor Rukhsana Ismail)**
**DEPUTY MAYOR (Councillor Haroon Rashid)**

**CHIEF EXECUTIVE (John Edwards)**

## 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**
**GARNETT, Gillian.S**
**HARRISON, Tony**

**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

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**Time and Date:-**
Wednesday 5 November 2025 at 2.00 p.m.

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

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**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 9 - 37)**

To receive the record of proceedings of the ordinary meeting of the Council held on 10 September 2025 and to approve the accuracy thereof.

**4. Petitions (Pages 39 - 45)**

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. Proposal to Create an Honorary Freewoman of the Metropolitan Borough of Rotherham (Pages 47 - 52)**

To consider a nomination to create an Honorary Freewoman of the Metropolitan Borough of Rotherham.

**10. Amendments to Appointments of Members to Committees, Boards and Panels (Pages 53 - 57)**

To approve the appointment of Members to committees, boards and panels.

**11. Recommendation from Cabinet - Community Safety Strategy (Pages 59 - 134)**

To consider the recommendation from Cabinet on 15 September 2025, in relation to the adoption of the Community Safety Strategy.

**12. Recommendation from Cabinet - Proposed Licensing Act 2003 - Statement of Licensing Policy (Pages 135 - 295)**

To consider the recommendation from Cabinet on 15 September 2025 in relation to the adoption of the proposed Licensing Act 2003 - Statement of Licensing Policy.

**13. Recommendation from Cabinet - Local Development Scheme (Pages 297 - 327)**

To consider the recommendation from Cabinet on 15 September 2025 in relation to the adoption of the Local Development Scheme.

**14. Thriving Neighbourhoods - Updates from Ward Councillors from Bramley and Ravenfield (Pages 329 - 330)**

To receive updates from ward councillors from Bramley and Ravenfield on the activities supporting Thriving Neighbourhoods across the Borough.

**15. Thriving Neighbourhoods - Updates from Ward Councillors from Brinsworth (Pages 331 - 332)**

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

**16. Notice of Motion - Watsons Tip Droppingwell (Pages 333 - 335)**

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

**17. Notice of Motion - Fairness for Garden Waste Users (Pages 337 - 338)**

To be moved by Councillor Ball and seconded by Councillor Bacon.

**18. Notice of Motion - Standing Up for Rural Communities (Pages 339 - 340)**

To be moved by Councillor Baum-Dixon and seconded by Councillor Z Collingham.

**19. Notice of Motion - Proposed Whitestone Solar Farm (Pages 341 - 342)**

To be moved by Councillor Baggaley and seconded by Councillor Duncan.

**20. Notice of Motion - Stop Profiteering from Children with Special Educational Needs and Disabilities (Pages 343 - 344)**

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

**21. Minutes of the Cabinet Meeting (Pages 345 - 382)**

To note the minutes of the Cabinet Meetings held on 15th September and 20th October, 2025.

**22. Audit Committee (Pages 383 - 394)**

To note receipt of the Audit Committee minutes.

**23. Health and Wellbeing Board (Pages 395 - 415)**

To note receipt of the Health and Wellbeing Board minutes.

**24. Licensing Board and Licensing Committee (Pages 417 - 433)**

To note receipt of the Licensing Board Sub-Committee and Licensing Sub-Committee minutes.

**25. Planning Board (Pages 435 - 437)**

To note receipt of the Planning Board minutes.

**26. Standards and Ethics Committee (Pages 439 - 443)**

To note receipt of the Standards and Ethics Committee meetings.

**27. Members' Questions to Designated Spokespersons**

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

## 28. Members' Questions to Cabinet Members and Chairpersons

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

## 29. Urgent Items

Any other public items which the Mayor determines are urgent.



**John Edwards**
Chief Executive.

**The next meeting of the Council will be on**
**14th January 2026 at 2.00 p.m.**

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**COUNCIL MEETING**
**10th September, 2025**

Present:- The Mayor of Rotherham (Councillor Rukhsana Ismail) (in the Chair); Councillors Rashid, Adair, Ahmed, Alam, Bacon, Baggaley, Baker-Rogers, Ball, Bennett-Sylvester, Blackham, Bower, Brent, A. Carter, C. Carter, Castledine-Dack, Clarke, Z. Collingham, Cowen, Cusworth, Duncan, Elliott, Fisher, Garnett, Hall, Harper, Harrison, Hughes, Hussain, Jackson, Jones, Keenan, Knight, Lelliott, Marshall, Mault, McKiernan, Pitchley, Read, Reynolds, Ryalls, Sheppard, Stables, 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

## 50. ANNOUNCEMENTS

Following the death of Her Royal Highness, the Duchess of Kent, all present joined the Mayor in observing a minute's silence.

The Mayor was delighted to announce that Rotherham Military Community Veterans Centre, AESSEAL and Rotherham Doncaster and South Humber NHS Foundation Trust had recently been granted the 2025 Defence Employer Recognition Scheme Gold Award. The Rotherham NHS Foundation Trust had also received the 2025 Defence Employer Recognition Scheme Silver Award.

The award recognised organisations who pledged, demonstrated, and advocated their support for the Defence community. The Mayor offered her congratulations to the charities and employers in Rotherham who had received these outstanding awards.

Members joined the Mayor in congratulating Councillor Monk and her family on the safe arrival of a baby boy.

The Mayor had recently attended the Rotherham Show and praised all those involved in planning and delivering such a wonderful event. A full list of Mayoral Engagements was set out in Appendix A of the Mayor's Letter.

## 51. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Allen, Beck, Beresford, T. Collingham and Monk.

## 52. MINUTES OF THE PREVIOUS COUNCIL MEETING

Consideration was given to the minutes of the previous Council meeting held on 16th July, 2025.

Resolved: That the Minutes of the meetings of Council held on 16th July, 2025, be approved for signature by the Mayor.

Mover: Councillor Read Seconder: Councillor Cusworth

## 53. PETITIONS

Consideration was given to the report which set out the petition that had been received since the last meeting. The petition asked the Council to install speed humps on Melton Green, West Melton, Rotherham and it had 67 valid signatures. Mr. Barksby, the Lead Petitioner, attended the meeting and gave a speech explaining the asks of the petition. The petition would be responded to by the Strategic Director of Regeneration and Environment within 10 working days of the meeting.

Resolved:

1. That the report be received.

2. That the relevant Strategic Director be required to respond to the lead petitioners, as set out in the Petition Scheme, by Wednesday, 24th September 2025.

## 54. DECLARATIONS OF INTEREST

There were no declarations of interest to record.

## 55. PUBLIC QUESTIONS

There was one public question from Mr. Ashraf who asked:

Given the South Yorkshire Pension Authority's investments in arms companies and Israeli government bonds, and the ICJ conclusion that Israel is committing plausible genocide in Gaza, will Rotherham Borough Council urgently survey its workers and pension scheme members on divesting these holdings to avoid complicity in war crimes, as demanded by thousands of local tax paying residents and scheme members?

The Leader thanked Mr. Ashraf for his question and stated that most in the room shared his concerns. However, case law from 2020 said that funds invested in pensions fund were not to be considered public money, but rather effectively held in trust to pay pensions. In the Palestine Solidarity Campaign case, the Supreme Court held that it was not appropriate for political preferences to take precedence over what was

required under the fiduciary duty which was about maximising the return for pension holders.

There were some circumstances under which the Pensions Authority could use Environmental, Social and Governance (ESG) issues when making investment decisions and the Leader committed to writing to the Pensions Authority to see what action, if any, could be taken. He could not commit, however, to undertaking a survey of the workforce as it was not appropriate to ask them to take a view on something that might not be possible.

In his supplementary, Mr. Ashraf asked how Rotherham Council would actively gather and formally represent the views of Council employees and pensioners to South Yorkshire Pension Authority to ensure the deeply held opposition to investments, that were actively complicit in the live streamed war crimes and genocide, would directly shape South Yorkshire Pension Authority's 2026 Strategy Review rather than being lost in the general consultation.

## 56. EXCLUSION OF THE PRESS AND PUBLIC

There were no items that required the exclusion of the press and public.

## 57. LEADER OF THE COUNCIL'S STATEMENT

The Leader was invited to present his statement. He referenced the developments and challenges faced in relation to Liberty Steel and the nearly 1,500 people across the Borough and wider sub-region employed by the business. The announcement by the Government that they would take indirect control of the steelworks was pleasing. However, this was time-limited, and the Leader stated that it was essential that a long-term solution was identified to ensure the continued success of the steelworks. He confirmed that he had written to the Secretary of State along with the South Yorkshire Mayor and Leader of Sheffield City Council. Assurances were required from Government about a long-term solution.

The Council had held its annual Social Value event in July, bringing together partners from the public and voluntary sector as well as over 70 representatives from the private sector. The successes of the social value initiatives were celebrated along with the impacts on the Borough such as employing local people and providing training and skills. The Council’s procurements team publicised upcoming contracts and advised firms on how they could access those opportunities.

An initiative had been launched to support the retail sector in the Borough’s principal towns with £270,000 of potential investment. Shop Unit Business Grants of up to £25,000 would be available to help high street businesses improve their overall look, feel and vibrancy.

The Leader congratulated those who had received their A-Level and GCSE results over the summer. Early analysis showed that A-Level students had achieved a pass rate of 97.6 % for grades A to E and, with more than 3,000 students collecting GCSE results, more than 60 % of those had received passing grades in English and Maths. Work continued to do better.

Work continued at Thrybergh Country Park and the Leader echoed the words of the Mayor in celebrating the success of the Rotherham Show. Over 95,000 visitors attended, and it continued to be the largest free outdoor cultural festival in the north of England.

The Leader of the Majority Opposition Group, Councillor Z. Collingham, was invited to respond to the statement. He echoed the Leader's comments on Liberty Steel and welcomed the Government's intervention in taking on the wages and costs whilst a buyer was sought. He welcomed the representations made by the Leader. Councillor Z. Collingham also welcomed the announcement of the funding for Doncaster Sheffield Airport which he said was vital for the region.

The inability of the Council to resume a full programme of bin collections was referenced, particularly in relation to garden waste which residents had paid for and were not getting. Councillor Z. Collingham asked why the Council was still not able to source the necessary staff and what making amends actually meant.

Councillor Z. Collingham also thanked all those involved in the Rotherham Show, particularly the Assistant Director, Polly Hamilton. He noted that hundreds of attendees had engaged with the Conservatives campaign regarding installing solar panels on rooftops and brownfield sites, not greenfield sites. Following this, he asked if the Leader had had any further engagement with the Whitestone Solar Farm proposals given local Members were firmly against it.

In concluding his statement, Councillor Z. Collingham asked the Leader if he was prouder to be associated with the former Deputy Prime Minister who did not pay her taxes or the Labour Council Leader who thought that young girls in Rotherham were white trash.

The Leader was invited to respond to Councillor Z. Collingham and thanked him for his support in relation to the re-opening of Doncaster Sheffield airport. There was still some way to go before the airport could re-open and discussions had to be had with the landholder around the lease. It was essential that the right terms were agreed to ensure good value for the taxpayer.

In relation to the bin situation, the Leader stated that some progress had been made over the summer and garden waste collections had resumed although not as frequently as he would have liked. In relation to sourcing staff, the Leader confirmed that a permanent recruitment process was

underway but that was taking longer than expected. There were particular challenges around recruiting HGV drivers, but this was not a recent issue. The lack of availability of agency staff had been a challenge. It was hoped that the situation would improve in the next couple of weeks. In relation to what making amends meant, this could not be known until the extent of the disruption was known. The plan was to get through the challenging period, get the service running as it should and then make amends appropriately and commensurately.

With regards to the Whitestone Solar Farm, the Leader confirmed that he had not had any further direct contact on the matter. He had had conversations with officers about how the Council would fulfil its statutory duties in responding to a national planning decision.

The Leader stated he was proud of Angela Rayner for her work on restoring Council housing and moving away from selling it off under the Right to Buy Scheme. He was proud that she and Jim McMahon MP had restored the principle of funding councils based on need, ensuring that money was provided to those that most needed it. He acknowledged that people make mistakes, and Angela Rayner had had to live with the consequence of those mistakes. The Leader concluded by saying that he was proud of the Labour Government that worked in a progressive way to support communities meaningfully, after they were let down and betrayed for the course of the previous 14 years.

Questions on the Leader's statement were invited from all other Members. Councillor A. Carter echoed the comments made in relation to Liberty Steel. He specifically asked about what support had been given in relation to the apprentices that were due to start at the steelworks but had now been lost. In relation to the Shop Unit Business Grants, Councillor Carter asked if the Leader shared his concerns that smaller district centres would miss out on investment? A question was also asked about the level of public investment required in Doncaster Sheffield Airport, the implications of competition law and the risk to Council Tax payers. Finally, Councillor Carter raised concerns regarding the communication with residents who did not use email in relation to the Garden Waste Collection issues.

In response, the Leader stated that support had been offered by the providers to those 30 people who were supposed to be starting their apprenticeship, and he understood that they were now largely resolved. In relation to the Shop Unit Business Grants, the Leader confirmed that there was only so much money available and that would be prioritised accordingly. He did not believe the grants would disadvantage other businesses but ,if successful, the Council would want to look at how it could be extended to businesses across the Borough. The Leader stated that the risk to Rotherham Council Tax payers in relation to the airport was very limited. The region's Leaders had been given assurances that all actions were in accordance with competition laws. On bins, the Leader apologised that some residents had still not received the relevant information. Email users should have received two emails and the 8,000

service users who did not use email should have received a letter. If there were any individual issues Councillor Carter wanted to raise with the Leader, the Leader would pick those up.

Councillor Reynolds also asked about the bin collection issues and stated that he had not heard an explanation as to why it had happened, just excuses. He also stated that the South Yorkshire Council needed to get the airport situation sorted.

In response, the Leader stated that the terms and conditions of the refuse collectors had to be amended to ensure they were equitable. Those emptying the household waste bins were on different contracts to those emptying the recycling bins and this was not appropriate. The Service also could not continue to rely on agency staff. There were also new legal responsibilities imposed on the Council. As a result, a review was undertaken and changes made.

Councillor Bacon referenced the investment in businesses and the need for businesses to operate in a crime-free environment. He asked why the Council was allowing the Safer Rotherham Partnerships Strategy to only talk about perceptions of anti-social behaviour as opposed to tackling it. He also asked if this failure showed that a weak Leader created weak times for residents.

The Leader stated that perceptions of anti-social behaviour was a legitimate thing for the Council to be worried about. The realities of crime and anti-social behaviour needed to be tackled with the best information that the Council had, and it was important to make sure that that the Council was talking to people and helping to make sure they were not fearful when they did not need to be.

Councillor Tinsley referred to the Shop Unit Business Grants and asked if it was fully subscribed. He also asked if it would disadvantage small businesses who did not have the resources to fill out grant applications.

The Leader confirmed that there had been a huge demand for the Shop Front Grants. Applications would continue to be accepted until the deadline and then the money allocated to ensure value for money. As stated previously, the Council would access the effectiveness of the scheme before deciding on any further schemes.

Councillor Ball asked how much money Liberty Steel owed in business rates and whether this had been written off. He also asked why the Leader had broken off his quarterly meeting with Tata and Liberty.

The Leader confirmed he would provide a written response in relation to the question on business rates. He did not know what meetings Councillor Ball was referring to as he continued to have productive conversations with management on site.

Councillor Steele echoed the positive comments on the Rotherham Show.

## 58. OVERVIEW AND SCRUTINY MANAGEMENT BOARD ANNUAL REPORT 2024-25

Consideration was given to the Overview and Scrutiny Annual Report 2024/25. It provided an overview of activity undertaken by Scrutiny over the last year through key lines of inquiry, evidence gathering, and findings leading to recommendations. In addition, it also provided a selection of the year's achievement of Scrutiny as a supplement to full agendas and minutes of Cabinet, Overview and Scrutiny Management Board and the three Select Commission meetings throughout the year.

Councillor Steele thanked officers for their hard work in supporting Scrutiny. He noted that throughout 2024/25, Scrutiny had considered 84 substantive items, there had been 29 pre-decision reports scrutinised, 2 decisions had been called in, 7 workshops had been held, one site visit conducted and there had been 26 off-agenda briefings. He also noted that the Improving Lives Select Commission had co-opted 3 external members.

Full details of details of the work carried out were set out in the Annual Report attached at Appendix 1 to the report.

Councillor Steele thanked Councillor Pitchley, former Chair of Improving Lives Select Commission and Councillor Knight, former Vice-Chair of Improving Lives Select Commission, for the work they carried out. He reaffirmed that Scrutiny should be a cross-party matter, and it had to be non-political.

Resolved:- That the report be noted.

Mover: Councillor Steele Seconder: Councillor Bacon

## 59. AUDIT COMMITTEE ANNUAL REPORT 2024-25

Consideration was given to the Audit Committee Annual Report 2024/25 which brought together in one document a summary of the work undertaken. The production of the report complied with current best practice for Audit Committees allowing it to demonstrate how it had fulfilled its terms of reference and shared its achievements with the Council and served as a useful reminder to the organisation of the role of the Committee in providing assurance about the Council's governance, risk management and financial and business controls.

The Chartered Institute of Public Finance and Accountancy (CIPFA) had previously issued guidance to local authorities to help ensure that Audit Committees operated effectively. The guidance recommended that Audit Committees should report annually on how they have discharged their responsibilities.

The CIPFA guidance was revised and re-issued in 2022. As a result, the Audit Committee's Terms of Reference were updated and agreed at Audit Committee in March 2023, and were approved by full Council on 19 July 2023. A copy of the Annual Report of the Audit Committee was attached at Appendix 1. The Audit Committee's Terms of Reference were included as Appendix C of the Annual Report for information. Minor amendments had been made to them to change the reference to the new Global Internal Audit Standards (UK Public Sector).

In moving the report, Councillor Baggaley noted the training programme undertaken by members of the Committee. He thanked officers for their work in supporting the committee and Thilina DeZoysa from the External Auditor, Grant Thornton, for his work and engagement with the Committee.

Resolved:- That the Audit Committee Annual Report 2024/25 be approved.

Mover: Councillor Baggaley Seconder: Councillor Elliott

**60. THRIVING NEIGHBOURHOODS - UPDATES FROM WARD COUNCILLORS FOR AUGHTON AND SWALLOWNEST**

Further to Minute No. 55 of the meeting of the Cabinet held on 19th November, 2018, consideration was given to the Ward update for Aughton and Swallownest as part of the Thriving Neighbourhood Strategy. An update report had been provided as part of the agenda and each Ward Member was invited to speak.

Councillor Pitchley moved the report and highlighted the first 2 Ward priorities. The first was to develop and support initiatives that would improve health and wellbeing and tackle poverty. Work done included working with all junior and infant schools on projects such as Democracy Week and enhanced reading services. Alongside this, gaps in youth provision had been identified and neighbourhood facilities improved and used to support community activities. The second priority was to develop and support initiatives around crime and community safety. Work included improvements to road safety outside Aston Fence School and on Chesterfield Way.

Councillor Taylor seconded the report and highlighted the last 2 Ward priorities. In relation to developing and supporting initiatives to improve the environment and neighbourhood, work included walkabouts with the Parish Council to connect with local residents and initiatives such as litter picks, community skip days, planting trees etc. The fourth priority was to support local communities to come together and celebrate local and cultural heritage. Work included funding social activities such as Aston Carnival, Ulley Brass Band concerts and Aston Cricket Club. Funding for a sensory bench at Ulley Country Park had been provided and support

provided to local schools and Swallownest Bowling Club for inter-generational projects. Councillor Taylor was proud of the work that had been done in the Ward to engage with schools.

Councillor Pitchley and Councillor Taylor thanked the Neighbourhoods Team and residents for their support.

Resolved:- That the update report be noted.

**61. THRIVING NEIGHBOURHOODS - UPDATES FROM WARD COUNCILLORS FOR BOSTON CASTLE**

Further to Minute No. 55 of the meeting of the Cabinet held on 19th November, 2018, consideration was given to the Ward update for Boston Castle as part of the Thriving Neighbourhood Strategy. An update report had been provided as part of the agenda and each Ward Member was invited to speak.

Councillor Alam moved the report and stated the Ward priorities as set out in the report. He explained how the priorities were agreed and how they supported the Thriving Neighbourhoods Strategy. Working in partnership was key, as was cross-party working. Councillor Alam detailed the progress that had been made so far in achieving the Ward priorities. Extra CCTV had been purchased and funding had been provided to Rotherham Hindu Community and BME Young Carers for Diwali events.

Councillor Hussain stated that, as a new elected Independent Councillor, he had experienced some difficulties in accessing Council services and getting issues dealt with. He noted that concerns raised with him centred on crime and, specifically rising gun crime. He did, however, feel honoured to support his residents and make a difference.

Councillor Yasseen highlighted the investment from the Towns and Villages Fund for work on Wellgate. She also highlighted the work done in community areas, such as planting trees at Broom Valley School. A defibrillator had also been funded. Councillor Yasseen specifically thanked the Friends of Groups that operated in Boston Castle Ward as they played a huge role in delivering activities and protecting the areas. Councillor Yasseen was proud to have been involved in the Save Herringthorpe Playing Fields campaign, the campaigns regarding Selective Licensing and cycles lanes, and work on homeless solutions. Finally, Councillor Yasseen thanked those involved in efforts to improve East Herringthorpe Cemetery, specifically Hajid Zaheer, and those involved in the campaign for peace in Palestine.

Resolved:- That the update report be noted.

## 62. NOTICE OF MOTION - ROTHERHAM COUNCIL WELCOMES THE ORGREAVE INQUIRY - AFFIRMING COMMITMENT TO JUSTICE, TRANSPARENCY, AND COMMUNITY HEALING

It was moved by Councillor Steele and seconded by Councillor Clarke that:

**Summary/Background:**

Rotherham Metropolitan Borough Council acknowledges the historic significance of the Orgreave events and the need for a comprehensive inquiry to address longstanding concerns within the community. This resolution expresses the Council's unequivocal support for the Orgreave inquiry, outlines the historical context, articulates the reasons for supporting such an investigation, and reaffirms the Council's commitment to justice, healing, and reconciliation within the Borough and beyond.

The events at Orgreave on 18th June 1984 were a pivotal moment during the UK miners' strike of 1984–1985. On that day, striking miners assembled near the Orgreave coking plant in South Yorkshire, protesting against pit closures and the wider policies threatening their livelihoods and community stability. They were met by thousands of police officers, on foot, in riot gear and on horseback. The confrontation between the miners and police culminated in scenes of violence, mass arrests, and accusations of misconduct, which have echoed through the decades since.

For years, campaigners, former miners and their families have sought a full independent inquiry into the policing and subsequent legal proceedings at Orgreave. Concerns have focused on issues including:

- Allegations of excessive use of force by police toward striking miners
- Claims of wrongful arrest and prosecution
- Accusations of evidence fabrication and perjury
- The broader context of state intervention in industrial disputes
- The lasting impact on the wellbeing and reputation of those involved and their communities.

**Rotherham Council's Position**

As a Local Authority directly affected by the legacy of the miners' strike and its aftermath, Rotherham Council has a moral and civic responsibility to support all efforts aimed at truth and reconciliation. The Council recognises that the events at Orgreave were not isolated, but part of a larger narrative affecting many mining communities, including those within Rotherham Borough. The Council, therefore, welcomes the announcement of an Orgreave inquiry. We stand in solidarity with all those seeking answers, believing strongly that a transparent investigation can help to:

- Establish the facts surrounding the events of 18th June 1984
- Ensure accountability where wrongdoing is found
- Restore public faith in our policing and legal systems Supporting the Community.

The Council recognises that the trauma experienced at Orgreave and throughout the miners' strike continues to impact on local residents. Many families lost livelihoods, suffered legal consequences, or faced social ostracism as a direct result of their involvement.

**Therefore, this Council resolves to:**

1. Officially welcome and support the Orgreave inquiry.

2. Encourage full co-operation from all relevant parties, including local residents, former miners, police, and legal representatives.

3. Work with neighbouring authorities in South Yorkshire to co-ordinate efforts and share best practice in supporting affected communities.

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

**63. NOTICE OF MOTION - LISTEN TO LOCAL COMMUNITIES ON MIGRANT ACCOMMODATION**

It was moved by Councillor Z. Collingham and seconded by Councillor Bacon that:

**The Council notes:**

2025 has been the worst year ever for small boat crossings, with over 25,000 people crossing the Channel this year alone. Since July 2024, over 50,000 people have crossed the Channel.

The increasing pressures faced by local communities, both across the country and recently in Rotherham, where hotels are designated for use as migrant accommodation without proper consultation or local input.

The successful High Court judgment granting Epping Forest District Council a temporary injunction to prevent such use of the Bell Hotel, and the current uncertainty as to whether this use can be lawful.

The need to balance the interests of migrants needing to be accommodated nationally alongside the wellbeing and concerns of local residents, including in relation to the public benefits available to asylum seekers placed in Rotherham.

**The Council believes:**

That local communities must be properly consulted before significant decisions are made that impact local services, housing, and community cohesion.

That the use of local hotels as long-term accommodation for migrants is not a sustainable solution and places disproportionate pressures on local infrastructure and services.

That local councils, as the democratic voice of their communities, should have a say in how accommodation needs are managed and delivered.

That the public benefits available to asylum seekers from the Council must address their basic needs, rather than support leisure pursuits like dingy days out and gym sessions, if residents are to have confidence in the proper use of taxpayers' money.

**This Council resolves:**

1. To ask the Group Leaders to jointly write to the Home Office:

    a) Expressing this Council's concerns about the past use of hotels in our area for migrant accommodation and to request full consultation with this Council on any future decisions.

    b) Requesting immediate action from the Government to address the impact of illegal migrants and asylum seekers on our communities, including:

        - reviewing current asylum seeker housing placements in the authority.
        - deporting failed asylum seekers and illegal immigrants without lawful reason to remain.
        - further increasing funding for the Immigration and Asylum Tribunal to speed up claim determinations.
        - developing a sustainable, properly planned, and community consulted approach to housing migrants, that considers alternatives to hotels such as immigration centres and former or repurposed MOD sites.

    c) Requesting uniform national guidelines on asylum seeker benefits that focus such support on essential need, and not on providing leisure opportunities that exceed those available to low-income working residents.

2. To ask the three Members of Parliament representing parts of Rotherham Borough to co-sign a letter to the Home Secretary and Justice Secretary supporting the above measures.

3. To ask the Chief Executive, in consultation with the Council's legal team, to review the Council's readiness to seek an injunction to prevent the use of local hotels for migrant accommodation in future, should this be proposed before the legality of this use is determined.

4. To review any available data on the use of the Rothercard scheme in relation to the uses cited by The Sun newspaper on 10th August 2025 and refer this data to the Overview and Scrutiny Management Board (OSMB) for them to consider whether any amendment should be made to the Rothercard scheme to restore public confidence.

On being put to the vote, the Motion fell.

## 64. MINUTES OF THE CABINET MEETING

Consideration was given to the reports, recommendations and minutes of the meeting of Cabinet held on 7th July, 2025.

Councillor Bennett-Sylvester asked a question in relation to Minute Nos. 31 and 32 regarding the public realm works on Effingham Street and the Town Centre Health Hub. He asked for clarity on what work was being done in terms of ensuring quality in the works. This was due to improvements on Bridgegate and College Street now looking grubby, only a few years after completion. He also asked if the 2 schemes could be linked in order to make parking more accessible.

Councillor Williams confirmed that he would respond in writing to the comments made about Bridgegate and College Street. In terms of accessible parking, he stated that the new offer of free parking for 2 hours should help alleviate some of those issues.

Resolved:- That the reports, recommendations and minutes of the meeting of Cabinet held on 7th July, 2025, be received.

Mover: Councillor Read Seconder: Councillor Cusworth

## 65. AUDIT COMMITTEE

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

Mover: Councillor Baggaley Seconder: Councillor Elliott

## 66. HEALTH AND WELLBEING BOARD

Councillor Baker-Rogers provided an update on the work of the Health and Wellbeing Board. It was noted that over 1000 baby pack had been delivered and the Giving Your Child the Best Start in Life Guide was available. Changing Places had been installed at Rother Valley and Thrybergh Country Parks and the Mental Health Community Connected

initiative had been launched. Rotherham Show had been a huge success and Reclaim the Night would be back for 2025. Councillor Baker-Rogers thanked all Members, officers, partners and residents from making the achievements possible.

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

Mover: Councillor Baker-Rogers Seconder: Councillor Cusworth

## 67. LICENSING BOARD AND LICENSING COMMITTEE

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

Mover: Councillor Hughes Seconder: Councillor Garnett

## 68. PLANNING BOARD

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

Mover: Councillor Mault Seconder: Councillor Jackson

## 69. MEMBERS' QUESTIONS TO DESIGNATED SPOKESPERSONS

There were 2 questions:

1. Councillor Yasseen: The South Yorkshire Pension Fund states that it has an ESG (Environmental, Social, and Governance) Policy. Can the Council's Pension Representative clarify what this policy means in practice and whether they have ever raised or spoken on any ESG related issues at the Fund?

   Councillor Sutton, the Council's Representative on South Yorkshire Pension's Authority, stated that the Pensions Authority maintained a responsible investment policy detailing its approach to its ESG responsibilities and provided quarterly updates on activity in this area which were available on the Authority's website. Councillor Sutton confirmed that following the concerns raised she had communicated these to the Authority.

   The Authority regularly engaged with Border to Coast as its fund manager where it saw issues in relation to specific investments and had done so over particular investments made by PIMCO, a manager within the Multi-Asset Credit Fund. The Authority and Border to Coast had been disappointed by the lack of detailed insight and transparency provided by PIMCO and continued to follow this up and seek clear answers to the questions raised.

The Authority was, however, limited as to what it could do given the fiduciary duty placed on it, which was as set out by the Supreme Court, and meant it had to place primacy on delivering in the financial interests of scheme members. Further, in line with Government policy, investments were held in pooled funds meaning that SYPA could not act on issues in isolation from its pooling partners.

In her supplementary, Councillor Yasseen asked if anybody, Councillor Sutton or any other local authority representative on the Pension Fund, had raised concerns about the investment into Israeli arms and bombs.

Councillor Sutton confirmed that these questions had been raised at authority level and were still in discussion.

2. At the last meeting, the Pension Representative didn't understand my question (I was speaking English) and avoided it. The SYPA of which Rotherham Council is a member has invested nearly £2 million in Israeli bonds and £117million in arms firms. With over-whelming evidence of Israeli war crimes and genocide, what have you done to challenge this under the ESG policy?

   Councillor Sutton, the Council's Representative on South Yorkshire Pension's Authority, stated that, as indicated in answer to the previous question and questions raised at previous meetings, she continued to raise Councillor Yasseen's concerns and those of other Members.

   While the Pensions Authority had and continued to raise questions about investments which were made by an external investment manager within the terms of their mandate, the Authority could not act in isolation to sell any specific stocks. In relation to investment in arms companies, these companies were acting under the terms of licences from the relevant government and even if the Pensions Authority could act in isolation to sell such investments, it would be legally unreasonable to do so given the companies were acting within the specific sanction of the relevant government.

   In her supplementary, Councillor Yasseen asked Councillor Sutton if the Pension's Authority would have taken a different view if the arms investments had been Russian and were being used to attack the innocent people in Ukraine.

   Councillor Sutton stated that she could not respond to hypothetical questions and certainly not without speaking to the Authority first.

## 70. MEMBERS' QUESTIONS TO CABINET MEMBERS AND CHAIRPERSONS

There were 32 questions:

1. Councillor Bacon: Will the Council conduct a full review into the way it handled changes to the way bin crews work, which reportedly led to chaos in the collection of household waste?

   Councillor Marshall, Cabinet Member for Street Scene and Green Spaces, firstly thanked residents for their patience and understanding in relation to the Garden Waste Collection Service issues. She did not accept that there had been chaos in the collection of household waste as Councillor Bacon had suggested. The collection of household waste had been prioritised. As the situation had not yet concluded, Councillor Marshall stated that she was not in a position to commit to a review.

   In his supplementary, Councillor Bacon stated that the Council was not interested in learning lessons from its failures to do the basic jobs right. He asked if the Cabinet member would be issuing a proper refund to the residents who had not received the service they had paid for.

   Councillor Marshall explained that the original question had asked for a review into the collection of household waste, not garden waste. She confirmed that the Council would look into some form of recompense for the Garden Waste Collection issues.

2. Councillor Thorp: Would the Council ever consider or comply with a request from the Government to sell off allotments to use for building new houses as a very concerned constituent of mine is very worried RMBC would just say yes to any Government request to do so?

   Councillor Marshall, Cabinet Member for Street Scene and Green Spaces, stated that the Council had not had any request from Government to sell off any allotments and, by statutory protections, the Council had no intention to identify any allotment land for other purposes.

   In his supplementary, Councillor Thorp asked would the Council sell them if the Government asked them to.

   Councillor Marshall explained that the sale of an allotment had to go through a rigorous protocol, including consultation with the National Allotment Society and through the planning process.

3. Councillor Thorp: RMBC spent a fortune laying new pedestrian walk ways in the Town Centre, trying to improve the visual effect for visitors. Then along comes someone who needs to get to underground utilities,

but is there any care in what is put down, the simple answer is no. Why spend this money if you do not keep up its appearance.

Councillor Williams, Cabinet Member for Transport, Jobs and the Local Economy, stated that he shared the frustration. However, the Council's Highways Team had protected the recent resurfacing works in the Town Centre against any utility company carrying out excavation works in the roads and footways. However, in the Legislation that governed this matter, exemptions were provided for utilities companies to carry out emergency works and provide a new connection or supply to a new customer. Any planned works or emergency works delivered on the adopted highway by a utility company required approval in accordance with the Street Works and Roadworks Permit Scheme and all utilities companies were required to restore the highway to its original state.

In his supplementary, Councillor Thorp stated that, outside the Heart Foundation Shop, around 10 flagstones had been pulled up and tarmac had been put down in its place. This had happened in other areas throughout the Town Centre. Councillor Thorp asked Councillor Williams to do something about it.

Councillor Williams confirmed that he would raise the issues with the relevant Service.

4. Councillor Bennett-Sylvester: Can you please confirm the asylum seeker qualification was not an addition of the 2023 update of Rothercard and had been in place since the last formal review in 2008?

   Councillor Read, Leader of the Council, stated that this was the case. The asylum seeker qualification was not a recent addition and had been in place since at least 2008.

   In his supplementary, Councillor Bennett-Sylvester stated that since 2008, the Conservatives, BNP, UKIP and Reform had had a near continuous presence on the Council. He asked if the Leader was aware of any questions from their parties on the eligibility criteria for Rothercard since 2008.

   Councillor Read stated that, as far as he was aware, there has been no mention of it from any Member of any of those groups over that entire period of time.

5. Councillor Bennett-Sylvester: Can you please confirm the number of Conservative Councillors who volunteered to join the Rothercard Working Group ahead of its update in 2023?

Councillor Read, Leader of the Council, confirmed that there was no record of Conservative Members seeking to be members of that Working Group.

In his supplementary, Councillor Bennett-Sylvester asked if the Leader would agree with him that the Conservatives had had full opportunity to help shape the look of Rothercard. He noted that no Conservatives had come forward to join the new Review Group created following the local elections in 2024.

Councillor Read stated that the cross-party working led by former Deputy Leader, Councillor Sheppard, on the Rothercard Review had been a really good piece of work. Those opportunities were absolutely there, both through those Working Group arrangements and through Scrutiny arrangements. If Members did not take them, that was their responsibility.

6. Councillor Bennett-Sylvester: Who chaired the January 13th 2023 OSMB meeting where the new Rothercard scheme was scrutinised, were any Members from the same Party in attendance and can you give a summary of questions asked please?

   Councillor Steele, Chair of the Overview and Scrutiny Management Board, explained that the meeting of the Overview and Scrutiny Management Board took place on 19th January, 2023, and not 13th January, 2023. The minutes of the meeting on 19th January indicated that, whilst the Chair of the Overview and Scrutiny Management Board at the time was Councillor Clark, the meeting was chaired by the Vice-Chair, Councillor Tom Collingham, after apologies were received from Councillor Clark.

   Councillor Tim Baum-Dixon was the only Elected Member present from the same party (Conservative) as the Chair, Councillor Tom Collingham.

   The following attendances information was provided:

   - Councillor Joanna Baker-Rogers, Member, Attendance: Present - Labour
   - Councillor Sheila Cowen - Member - Attendance: Present - Labour
   - Councillor Wendy Cooksey - Member - Attendance: Present - Labour
   - Councillor Lyndsay Pitchley - Member - Attendance: Apologies - Labour
   - Councillor Ken Wyatt - Member - Attendance: Present - Labour
   - Councillor Taiba Yasseen - Member - Attendance: Apologies - Labour
   - Councillor Adam Tinsley - Member - Attendance: Expected - Conservative

- Councillor Tim Baum-Dixon - Member - Attendance: Present - Conservative
- Councillor Adam Carter - Member - Attendance: Apologies - Liberal Democrat
- Councillor Robert Elliott - Member - Attendance: Present - Non-Aligned (Independent)

A summary of the questions asked was also provided.

In his supplementary, Councillor Bennett-Sylvester asked if it would be reasonable, in Councillor Steele's opinion, to say that not only did the Conservative Group have full opportunity to scrutinise Rothercard but actually due to the Vice-Chair facilitating the meeting, lead the Scrutiny?

He, therefore, asked if it would be reasonable to accept that the Members of OSMB who were silent, consented?

Councillor Steele stated that he would not make comments on what people chose to do in a meeting. He did think it was appropriate for everyone to stake appropriate action and involved themselves in the decisions made.

7. Councillor Bennett-Sylvester: Full Council on 1st March, 2023 approved Cabinet minutes approving the new Rothercard scheme, how many Members of the current Conservative Group were present and what questions did they ask of the scheme, especially regards eligibility?

   Councillor Read, Leader of the Council, explained that the following current Conservative Group Members were present:

   - Councillor Joshua Bacon
   - Councillor Simon Ball
   - Councillor Tim Baum-Dixon
   - Councillor Sophie Castledine-Dack
   - Councillor Tom Collingham
   - Councillor Zachary Collingham
   - Councillor David Fisher
   - Councillor Greg Reynolds
   - Councillor Adam Tinsley

   None of them raised any questions on this matter.

   In his supplementary, Councillor Bennett-Sylvester stated that whilst Rothercard was not there to be voted on as recommendation, Members were able to table questions and speak to the minutes. There were several Conservative members present who were at the

meeting today. He asked if the Leader agreed with him that it was reasonable to take their silence then as consent?

Councillor Read stated that he thought there was no reason to believe that that was not the case.

8. Councillor Bennett-Sylvester: Can you please confirm that during his time as MP for Rother Valley that Mr. Alexander Stafford regularly contacted RMBC about Council matters and what representations did he make regards the highly publicised Rothercard scheme, especially given the role of Conservative Councillors in its scrutiny?

   Councillor Read, Leader of the Council, explained that the former MP sent over 3,000 enquires to the Council in his time in office. No reference to the Rothercard scheme was found amongst those pieces of correspondence.

   In his supplementary, Councillor Bennett-Sylvester said that the asylum seeker qualification amounted to 0.0004% of the Rotherham population and for years, the Conservatives had had no issue with it and had chosen not to scrutinise or shape it. He asked the Leader if he agreed that Mr. Stafford's comments on social media were the frantic thrashings of a loser devoid of any real principles and struggling to find any real relevance but aimed to do so by bullying societies weakest members?

   Councillor Read stated that he would associate himself with those remarks. He also agreed that it was not a surprise that media outlets such as the Sun and GBNews had picked this story up. Information had been provided to them, and they had chosen not to run that information. The situation was that a former MP was struggling to remain relevant and clearly had his eye on a job. He had picked on one person in pursuit of driving division and creating uncertainty. Councillor Read said this was unbecoming of the Conservative Party and they should expect better.

9. Councillor Sheppard: Could the Cabinet Member outline the dangers presented by the illegal painting, especially on mini-roundabouts, currently taking place in our Borough and across the country?

   Councillor Williams, Cabinet Member for Transport, Jobs and the Local Economy, explained that the dangers were twofold. The individual carrying out the behaviour was putting themselves in serious danger and at risk of injury from a collision with a vehicle or the road. Secondly, graffiti on the highway was distracting for road users.

   In his supplementary, Councillor Sheppard asked what the cost was to taxpayers to repair the roundabouts?

Councillor Williams stated that it cost around £1,000 to restore a roundabout. There would also be disruption to the road network whilst the repairs were carried out.

10. Councillor Sutton: What support is there for young people in Rotherham?

    Councillor Cusworth, Deputy Leader and Cabinet Member for Children and Young People, explained that a wide range of support services were available for children and young people. These included Family Help Services and Family Hubs. In terms of Outreach and Engagement Teams, a lot of work had been done to support young people after lots of anti-social behaviour in Cortonwood. There were many online initiatives regarding development and the Building Bridges Together Project was aimed at promoting inclusion and challenging negative views, particularly around race and immigration following the disorder at Manvers in 2024. Other support included awareness of the dangers of image sharing/sexting, support for LGBTQ plus young people, anti-social behaviour education and universal support sessions.

    In her supplementary, Councillor Sutton asked if Members were aware of all of the support and how to signpost residents?

    Councillor Cusworth agreed to raise the matter with officers.

11. Councillor A Carter: Given the Government's U-turn on welfare reforms and on scrapping the winter fuel payments, does the Council Leader believe that he was in the wrong to back these cruel changes?

    Councillor Read, Leader of the Council, stated that he was not sure what Councillor Carter was referring to as he had voted for the same motions as him, opposing the changes. The Leader had written to the Chancellor of the Exchequer and the Secretary of State for DWP to express opposition.

    In his supplementary, Councillor Carter said that in the Chamber, the Leader had been known to support and speak in favour of the Government's changes. He asked if the Leader thought he had been wrong, if the wrong decisions had been made and if he thought those pensioners who were just above the current Pensions Credit threshold were in poverty.

    Councillor Read did not accept the premise of the question and repeated what he had said at the meeting in September 2024 regarding the motion: “The motion says we'd like the Government to pause and reconsider. I think we'd all like the Government to pause and reconsider. So on that basis we're supporting the motion in front of us today. That was the position I took then, it's still the position I take now.”

12. Councillor A. Carter: The closures of the waterpark at Clifton Park over the summer so soon after opening is really disappointing. What has gone wrong here, and will the Council be recouping money spend from the contractors for the remedial works?

    Councillor Marshall, Cabinet Member for Street Scene and Green Spaces, explained that the Council understood and shared the disappointment caused by the interruptions. The issues experienced were due to two separate issues. Firstly, the paddling pool surface initially installed was found to be slippery and the Council did not want to risk any children getting hurt. Following a series of slip resistance tests, the surface was re-laid at no cost to the Council, with the contractor covering all remedial works. The paddling pool was fully operational and open to the public. Secondly, a fault occurred with the chlorine injector pump, which temporarily affected the operation of the entire Water Splash system. This issue was also repaired by the contractor at their expense, and the system was now functioning as intended.

    In his supplementary, Councillor A. Carter asked if it would be fair to say that the planning for the scheme meant that the contractors felt rushed to get this scheme finished in time for the summer holidays and, therefore, the necessary quality standards were not met before handing over the scheme to the public? He asked if the Cabinet Member would commit to undertake a review of the process that had led to the failures?

    Councillor Marshall disagreed that the contractors had been rushed. It was important to strike a balance between ensuring the surface was not too abrasive while still providing enough grip for safe use. The health and safety of children came first.

13. Councillor Tinsley: Has Rotherham Borough Council made any representations to the Government Inquiry on Taxi Licensing?

    Councillor Williams, Cabinet Member for Transport, Jobs and the Local Economy, explained that this question related to the call for evidence from the Transport Committee in Parliament who were doing a short inquiry into taxi licensing. The Committee wanted to look into the performance of the national framework for licencing, regulations of the sector and specific issues including cross-border hire, which Rotherham would call out of town taxis. Councillor Williams confirmed that the Council's Licensing Service had made a submission to the Transport Committee. The Leader, Councillor Williams, and Councillor Hughes, as Chair of Licencing, had all seen that submission. It was a very strong submission that set out the Council's position and concerns on these matters. Councillor Williams also confirmed that the Council had a strong record on the issue of taxi licensing and had taken many steps to advocate for new stronger standards.

In his supplementary, Councillor Tinsley asked if the Council would promote that a taxi used by Rotherham residents in Rotherham should have a Rotherham licence?

Councillor Williams agreed that this would be a good idea and he would raise it with officers.

14. Councillor Tinsley: A parent was fined for litter dropped by their 6 year old child without their knowledge. Does the Council think this approach is fair?

    Councillor Marshall, Cabinet Member for Street Scene and Green Spaces, stated that she was not aware of this situation and it did not seem fair. She asked Councillor Tinsley to send her the details and she would look into it.

15. Councillor A Carter: There are no published opening times of the Clifton Park's waterpark that are easy to find online. This makes it hard for families to plan activities. Why is this and will you commit to changing this so it is widely publicised?

    Councillor Marshall, Cabinet Member for Street Scene and Green Spaces, explained that she was not aware that the times were not published, and she would ensure this was corrected. The times were on the Facebook page.

    In his supplementary, Councillor A. Carter asked if the watersplash could be opened earlier than 11.00 a.m. in the summer holidays so that the Council were not encouraging young people to be out in the height of the heat, risking sun damage?

    Councillor Marshall reiterated that the current opening times would be published online.

16. Councillor A. Carter: Regarding the Plan for Neighbourhoods Government funding, will the Council consider using these funds at Templeborough to strengthen and re-open the bridge at Grange Lane to better connect Brinsworth and Templeborough?

    Councillor Williams, Cabinet Member for Transport, Jobs and the Local Economy, explained that the allocation of Plan for Neighbourhoods funding would be led by a new Neighbourhood Board in consultation with the community. Following consultation exercises in 2024 and 2025 the process of exploring interventions was underway but not yet complete. Grange Lane was not adopted highway along its full length, the northern part having been stopped up. The bridge was not a structure in the ownership of the RMBC. The matter would, therefore, not be a simple matter of maintenance, but of installing a new highway

including securing the necessary agreements of landowners and ensuring the appropriate requirements were met for adoption.

It was likely, therefore, that the suggested intervention would be of significant scale, and considerable work would be required to understand the costs and benefits of the proposal. However, at this stage in the process the suggestion could be fed into consultation for consideration by the Neighbourhood Board, when that was established.

In his supplementary question, Councillor A. Carter stated that the consultation was very clunky and difficult to access. He asked the Cabinet Member if he agreed that it was not presented well and was confusing for the residents of Brinsworth?

Councillor Williams confirmed he would raise the matter with officers and provide information to Councillor Carter.

17. Councillor Blackham: With not a single neighbouring property responding to an application to change a home in North Anston into a children's home and 35 objectors having to find out themselves that the same was planned for a home in South Anston, how can we have confidence local residents are being properly consulted about important changes in their area?

Councillor Mault, Chair of the Planning Board, explained that there were 2 different processes involved. All applications for planning permission were required by statutory legislation to be publicised by either letters to neighbouring properties or site notices posted at the site. Documents associated with planning applications were published on the Council's website.

The planning application in North Anston was promoted by the Council and consultation was undertaken by the Children and Young People's Service and with Ward Members and local residents prior to the purchase of the property. The application in South Anston was for a Lawful Development Certificate for the use of the property for a care home for children (in this case 2 children and 2 carers). Public consultation was not required for Lawful Development Certificates.

In his supplementary question, Councillor Blackham referenced the letter that had been sent from CYPS that said the Council planned to change the use of property from a Class 3 to a Class 2 residential home. Residents did not respond as they felt the decision had already been made. Councillor Blackham asked if, given the lack of confidence in the process, the Council would reconsider the decision to use the property in North Anston as a children's home.

Councillor Mault stated that consultation had been carried out, as shown by the letter Councillor Blackham referenced. In terms of the process, Councillor Mault stated he would take the comments back to Planning Board.

18. Councillor A. Carter: Given a further £9 million overspend on the refurbishment of the markets, does the Council still believe this is value for money and what projects will miss out because £9 million is being taken to fund this?

    Councillor Williams, Cabinet Member for Transport, Jobs and the Local Economy, stated that the market and library development was a huge regeneration project for the Town Centre, boosting footfall, supporting businesses and helping to foster new economic activity in the Town Centre.

    Redeveloping an existing building was a challenge, it added complexity which often translated into cost. Investing in a high-quality market that was fit for the future was value for money. It should not be forgotten that the project would also create a brand new central library which would bring additional footfall and custom to the Town Centre.

    Councillor Williams explained that, as with any Capital Programme, there were projects that became undeliverable, for a variety of reasons, as further development work was done, and it was from such projects that funding had been moved.

    In his supplementary, Councillor A. Carter asked Councillor Williams to provide a list of the capital projects that were not going to take place due to the overspend?

    Councillor Williams stated that he would provide a written response. In relation to the overspend, Councillor Williams explained that the cost increases between the Cabinet reports of September 2022 and March 2024 (£9.2m) were driven by a number of key factors, most notably the period of super-inflation that impacted the construction industry following the pandemic. Other notable additional costs included the identification and removal of RAAC concrete, and improved arrangements for the temporary indoor market, enabling traders to remain in situ during the works, which was at their request, following consultation.

19. Councillor Tinsley: Parking enforcement on Maltby High Street feels inconsistent, letting cars overstay and affecting businesses. Will the Council commit to regular, reliable patrols to support fair parking and local traders?

    Councillor Tinsley was not present at the meeting to ask the question, and a written response would therefore be provided.

20. Councillor Currie: Why did Keppel Ward receive no funding from the 'our places' pot when we were the biggest contributors to the consultation. Please could you explain the criteria for the allocation of the funding?

    Councillor Currie was not present at the meeting to ask the question, and a written response would therefore be provided.

21. Councillor Tinsley: Last summer, grass cutting complaints were high, but this year's dry weather limited growth. Why weren't teams redirected to other tasks, like hedge cutting, to ensure staff productivity and timely maintenance?

    Councillor Tinsley was not present at the meeting to ask the question, and a written response would therefore be provided.

22. Councillor Tinsley: With the review of waste collection routes and new working methods, are there plans to reduce the number of bin lorries or collection routes?

    Councillor Tinsley was not present at the meeting to ask the question, and a written response would therefore be provided.

23. Councillor Thorp: Can you please confirm that the £20m Neighbourhood Fund will not be just used in Rotherham Town Centre only, and using the reason as it will benefit everyone.

    Councillor Williams, Cabinet Member for Transport, Jobs and the Local Economy, explained that the Plan for Neighbourhoods Boundary in Rotherham had been specified by Government – it was actually the same boundary as the one determined by the previous Government – and was one of 75 built-up areas that had been identified across the country. The area was centred on Rotherham Town Centre and included the surrounding neighbourhoods and communities. The area was based on data provided by the Office for National Statistics and other factors. The allocation of funding would be led by the Neighbourhood Board, when that was established, in consultation with the community. Following consultation exercises in 2024 and 2025 the process of exploring interventions was underway but not yet complete.

    Councillor Williams asked Councillor Thorp to let him know of any suggestions on how the funding could be used for the benefit of those who visited the area as well as those who lived there.

    In his supplementary, Councillor Thorp stated that Councillor Williams had said in Improving Lives Select Commission that the Neighbourhood Board will just be the Town Board with a few other people on it. Councillor Thorp also stated that money had been removed from town investment to Effingham Street Public Realm

improvements works. Councillor Thorp asked if the £20 million would be used to stack back up for the Town Centre.

Councillor Williams stated that he had not said that. The Neighbourhood Board would be made up from the community and that process was taking place. There had to be at least 2 Elected Members on the Board so Councillor Williams encouraged Councillor Thorp to let him know if he would be interested. He also reiterated that the Neighbourhood Board would consider any funding proposals and that the proposals would benefit those who did not live or work directly inside the immediate boundary.

24. Councillor Ball: Why has Scrutiny failed to halt Labour's project slippages in the Capital Programme?

    Councillor Ball was not present at the meeting to ask the question, and a written response would therefore be provided.

25. Councillor Ball: How do you justify oversight amid rising regeneration costs under Labour?

    Councillor Ball was not present at the meeting to ask the question, and a written response would therefore be provided.

26. Councillor Thorp: Why has the Audit Committee failed to challenge Labour's reallocation of Pathfinder funds from the planned Town Centre projects, funnelling yet more money into the centre while outer Wards are denied fair shares for vital infrastructure?

    Councillor Baggaley, Chair of the Audit Committee, explained that the role of the Audit Committee was to consider internal controls and issues raised through external controls and audit processes. The reallocation of funds within the Pathfinder Programme was not an issue that had been raised as part of these processes. Any re-allocations had been approved by Cabinet, and it was not the role of the Audit Committee to challenge or scrutinise those Cabinet decisions. The Committee had to stay within the remit that had been given to it.

    In his supplementary question, Councillor Thorp referred to the £20m Neighbourhood Fund and asked if the Audit Committee would just stand by and watch as the money was moved, not for the purpose it was designed for.

    Councillor Baggaley reiterated that it was not the role of the Audit Committee to scrutinise decisions. Its role was around the controls and risk frameworks that existed within the Council. Any decisions like that would need to be scrutinised through the relevant processes.

27. Councillor Yasseen: I assured my constituents I would keep them informed about Selective Licensing, especially after repeated officer assurances that we would receive regular updates on this critical issue. It directly affects my Ward, yet I now face daily inquiries and remain completely in the dark. Why has the Elected Ward Councillor not been properly briefed or kept updated?

    Councillor Beresford, Cabinet Member for Housing, was not present at the meeting to respond and a written response would therefore be provided.

28. Councillor Ball: Why hasn't an independent body been commissioned to review whether the budget overspends stem from ideological spending over taxpayer value?

    Councillor Ball was not present at the meeting to ask the question, and a written response would therefore be provided.

29. Councillor Ball: How has your Board challenged Labour's underfunding of NHS partnerships?

    Councillor Ball was not present at the meeting to ask the question, and a written response would therefore be provided.

30. Councillor Yasseen: Do you agree that conducting a second Selective Licensing consultation survey more than 3 months after the statutory consultation closed could reasonably be perceived by residents as the Council acting in bad faith or attempting to shift the goalposts?

    Councillor Beresford, Cabinet Member for Housing, was not present at the meeting to respond and a written response would therefore be provided.

31. Councillor Yasseen: What is the Council's Policy and position on unauthorised flags or banners being displayed on public property, including lampposts, railings, and other street furniture?

    Councillor Marshall, Cabinet Member for Street Scene and Green Spaces, explained that the Council welcomed the display of flags on private property, recognising flags were often used to celebrate community events, express national pride or mark certain occasions. The formal Policy was clear: the Council did not permit the use of public assets or the public realm for political purposes. Any political flags, banners, posters, or offensive material would be removed immediately, and where appropriate, enforcement action could be taken. Formal agreements were in place with some Community Groups and Parish Councils to install items such as hanging baskets, Christmas decorations, or Poppies on lighting columns. These agreements included safety checks, approved installation methods, and removal requirements.

In terms of public safety, the Council would use its legal powers under the Highways Act 1980 to remove any unauthorised items from the adopted highway. Flags or graffiti that posed a risk to pedestrians or road users would be removed as soon as practicably possible. The Council was also concerned about public safety around street lighting columns, particularly where ladders were used to install flags. Council operatives used specialist equipment and followed strict safety protocols to protect themselves and the public.

In her supplementary, Councillor Yasseen stated that St. George was a Palestinian and Greek Christian Soldier who was martyred and buried in Palestine. He was adopted by England as a patron saint in the 14th century and the history was one of solidarity, faith, sacrifice, diversity and not of hate. She asked Councillor Marshall if she agreed that the embracing of the St George's flag should be used as an opportunity for education and inclusion.

Councillor Marshall stated that she was unaware of this and would support the opportunity for educating residents.

32. Councillor Ball: Why has there been no scrutiny of migration pressures overwhelming health resources due to Labour open-border policies?

Councillor Ball was not present at the meeting to ask the question, and a written response would therefore be provided.

## 71. URGENT ITEMS

There were no urgent items to consider.

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Rotherham Metropolitan Borough Council

Public Report
Council

**Committee Name and Date of Committee Meeting**
Council – 05 November 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**
John Edwards, 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 10 September 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 petition listed at paragraph 2.1 of the report and the lead petitioner or their representative 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 petitioner, as set out in the Petition Scheme, by Wednesday 19 November 2025.

**List of Appendices Included**
Appendix 1 – Petition relating to Security Measures on Brook Hill.

**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 10 September 2025 and the route that these petitions will take through the Council's decision-making processes.

## 2. Key Issues

2.1 The following petition has 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 relating to Security Measures on Brook Hill | 62 | John Wilson | Regeneration and Environment |

2.2 The details of the petition can be found in Appendix 1 of the report.

## 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 10 September 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 Wednesday 19 November 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.

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Appendix 1 - Security Measures on Brook Hill

**We the undersigned petition the council to Allocate funds to install security measures (such as boulders/stone) along the length of Brook Hill, Thorpe Hesley in order to prevent unauthorised vehicle access; including Traveller encampments.**

Unauthorised access, including encampments, costs a significant amount in Policing, Council & Court Action, Clean up action and significantly increases anti-social behaviour which has a devastating affect on the local community.

Installing security measures represents a financial saving in the long run, by avoiding the aforementioned costs incurred.

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Rotherham Metropolitan Borough Council

Public Report
Council

**Committee Name and Date of Committee Meeting**
Council – 05 November 2025

**Report Title**
Proposal to Create an Honorary Freewoman of the Metropolitan Borough of Rotherham

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

**Strategic Director Approving Submission of the Report**
John Edwards, Chief Executive

**Report Author(s)**
Emma Hill, Head of Democratic Services
emma.hill@rotherham.gov.uk

**Ward(s) Affected**
Borough-Wide

**Report Summary**
Under the Local Government Act 1972, the Council has the power to grant the title of Freedom of the Borough to persons of distinction who have rendered eminent service to the Borough.

The Council is asked to consider a proposal endorsed by the Mayor and the Political Group Leaders, in accordance with the Authority's Protocol in respect of the award of the Freedom of the Borough, to create a new Honorary Freewoman of the Borough.

**Recommendations**

That in pursuance of the provisions of Section 249(5) of the Local Government Act 1972 and in recognition of her outstanding service to Children and Young People across the borough as a Foster Carer with over 50 years' service and in recognition of fostering over 250 young people, Christine Lunn MBE, be admitted Freedom of this Borough at an Extraordinary Council Meeting.

**List of Appendices Included**
None

**Background Papers**
Protocol for the Award of the Freedom of the Borough of Rotherham

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

**Council Approval Required**
Yes

**Exempt from the Press and Public**
No

**Proposal to Create an Honorary Freewoman of the Metropolitan Borough of Rotherham**

## 1. Background

1.1 The origin of the Freedom of the Borough goes back to early medieval times, when with the growth of the great English towns, there emerged a class of citizen known as Freemen, who enjoyed important privileges in the government of their own and in the matter of corporate property, as against strangers and the rest of the inhabitants.

1.2 With the passing of the Honorary Freedom of the Boroughs Act 1885 the dignity attached to the Office of Freewoman was revived and enhanced. This Act conferred upon all Municipal corporations the power to admit as Honorary Freewoman of the Borough "persons of distinction and any persons who have rendered eminent services to the Borough". This can only be achieved by the Council voting at a specially called meeting and by a two-thirds majority.

1.3 The Freedom of the Borough is the highest Civic Award the Council can bestow.

## 2. Key Issues

2.1 In 2018, the Council approved a protocol detailing the decision-making process for making the award of the Freedom of the Borough. A nomination for the award must be received and supported by at least ten Members of the Council prior to it being considered by the Mayor and Political Group Leaders, who will determine whether to recommend the award to the Council.

2.2 A nomination to admit Christine Lunn MBE as an Honorary Freewoman of the Borough of Rotherham was submitted by Councillor Victoria Cusworth, with the support of ten other councillors. The nomination set out the various outstanding achievements of Christine Lunn MBE on behalf of the Borough.

2.3 In accordance with the protocol, the Chief Executive arranged for the Mayor and political group leaders to review the nomination.

2.4 Following consideration of the nomination by Councillors Read, Z. Collingham and A. Carter, as political group leaders, this report has been prepared recommending the award to Christine Lunn MBE.

## 3. Options considered and recommended proposal

3.1 It is recommended that, in pursuance of the provisions of Section 249(5) of the Local Government Act 1972 and in recognition of her outstanding service to Children and Young People across the borough as a Foster Carer with over 50 years' service and in recognition of fostering over 250 young people, Christine Lunn MBE, be admitted as an Honorary Freewoman of this Borough at an Extraordinary Council Meeting.

## 4. Consultation on proposal

4.1 The protocol detailing the decision-making process for the award of the Freedom of the Borough sets out how the Chief Executive should consult the Mayor and Political Group Leaders prior to any recommendation being submitted to Council. This process has been followed in enabling this report to be presented to the Council.

## 5. Timetable and Accountability for Implementing this Decision

5.1 Subject to the Council approving the recommendation to make the award of Freewoman of the Borough, at an Extraordinary Council Meeting, following consultation with the Mayor, to pass the formal resolution.

5.2 The Head of Democratic Services will be accountable for the implementation of the Council's decision and for establishing arrangements for the award of the Freewoman of the Borough.

## 6. Financial and Procurement Advice and Implications

6.1 Section 249(9) of the Local Government Act 1972 allows a relevant authority to spend such reasonable sum as it thinks fit for the purpose of presenting an address or a casket containing an address to a person on whom the authority has conferred the title of Freewoman under subsection (5).

6.2 Framed Vellum Scroll (certificate) currently cost £1,795 each and Freedom of the Borough Pendant costs £765. These costs can be met from the budget.

6.3 It is proposed to hold a small Civic Reception following the Extraordinary Council Meeting, as recommended under the Freedom of the Borough protocol. The costs will be met through the budget for the Civic Office.

6.4 Overall, the cost is expected to be approximately £3,200.

## 7. Legal Advice and Implications

7.1 In accordance with Section 249 (5) of the Local Government Act 1972, the Council may by a resolution passed by not less than two-thirds of the Members voting thereon at a meeting of the Council specifically convened with notice of the purpose, admit Honorary Freewoman of the place or area for which it is the authority persons/organisations of distinction and persons/organisations who have in its opinion rendered eminent services to the Borough.

## 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 direct implications associated with this report. However, Christine Lunn MBE is a Rotherham Foster Carer. She has fostered over 250 young people spanning over 50 years. Chrstine celebrated her 80th birthday in January 2025 and is still actively fostering and supporting Rotherham's children. Showing love, care and commitment to Rotherham's Looked After Children and their families.

9.2 Christine advocates tirelessly to encourage people to become a Foster Carer participating in recruitment campaigns and sharing her lived experience.

9.3 Christine's passion and commitment is fuelled by her beliefs that every child deserves a chance at a brighter future.

## 10. Equalities and Human Rights Advice and Implications

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

## 11. Implications for $CO_2$ Emissions and Climate Change

11.1 There are no Climate change implications associated with this report.

## 12. Implications for Partners

12.1 There are no implications for partners arising from this report.

## 13. Risks and Mitigation

13.1 There are no risks directly associated with this report.

**Accountable Officer(s)**
Emma Hill, Head of Democratic Services

Approvals obtained on behalf of:

| | Name | Date |
|---|---|---|
| Chief Executive | John Edwards | 13/10/25 |
| Strategic Director of Finance & Customer Services (S.151 Officer) | Judith Badger | 14/10/25 |
| Assistant Director of Legal Services (Monitoring Officer) | Phillip Horsfield | 08/10/25 |
| Assistant Director of Human Resources (if appropriate) | N/A | Click here to enter a date. |
| Head of Human Resources (if appropriate) | N/A | Click here to enter a date. |

| | | |
|---|---|---|
| The Strategic Director with responsibility for this report | Judith Badger, Strategic Director of Finance and Customer Services | 14/10/25 |
| Consultation undertaken with the relevant Cabinet Member | Leader of the Council - Councillor Read | 23/10/25 |

*Report Author:* *Emma Hill, Head of Democratic Services*
*emma.hill@rotherham.gov.uk*

This report is published on the Council's website.

Rotherham Metropolitan Borough Council

Public Report
Council

**Committee Name and Date of Committee Meeting**
Council – 05 November 2025

**Report Title**
Amendments to Appointments of Members to Committees, Boards and Panels.

**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)**
Emma Hill, Head of Democratic Services
emma.hill@rotherham.gov.uk

**Ward(s) Affected**
Borough-Wide

**Report Summary**
Section 15 of the Local Government and Housing Act 1989, places on local authorities the duty to allocate seats to political groups and sets out the principles to be followed when determining such allocation, following formal notification of the establishment of political groups in operation on the Council.

The allocation of seats must follow three principles:

(a) that the majority of the seats on the body is allocated to a particular political group if the number of persons belonging to that group is a majority of the authority's membership;

(b) Balance must be achieved across the total number of available seats on committees; and

(c) Balance must be achieved on each individual committee or body where seats are available.

This report informs Council of amendments to the nomination of Members to serve on Committees, Boards and Panels.

**Recommendations**

1. That approval be given to the appointment of Members to committees, boards and panels, as detailed in the Mayor's Letter.

**List of Appendices Included**
None

**Background Papers**
Membership of Political Groups on the Council, Political Balance and Entitlement to Seats to Full Council on 21 May 2025.

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

**Council Approval Required**
Yes

**Exempt from the Press and Public**
No

**Amendments to appointment of Members to Committees, Boards and Panels.**

## 1. Background

1.1 Section 15 of the Local Government and Housing Act 1989, places on local authorities the duty to allocate seats to political groups and sets out the principles to be followed when determining such allocation, following formal notification of the establishment of political groups in operation on the Council.

There is a requirement to annually review the entitlement of the political groups to seats on the committees of the Council.

The allocation of seats must follow three principles:

(a) that the majority of the seats on the body is allocated to a particular political group if the number of persons belonging to that group is a majority of the authority's membership;

(b) Balance must be achieved across the total number of available seats on committees; and

(c) Balance must be achieved on each individual committee or body were seats are available.

1.2 Local authorities are able to depart from the statutory provisions where there is no vote against doing so.

1.3 In accordance with the above, the Membership of Political Groups on the Council, Political Balance and Entitlement to Seats report was presented to the Annual Council (Business) Meeting on 21 May 2025.

## 2. Key Issues

2.1 Section 16 of the Local Government and Housing Act 1989 states that where the Council has determined the allocation to different Groups of the seats to which the Act applies, it shall be the duty of the authority to give effect to a Group's wishes about who is to be appointed to the Seats that they have been allocated.

2.2 Those members not in a political group may still at the discretion of the Council, be allocated a due share of seats, although the Council will decide how to allocate seats to non-aligned councillors.

2.3 The Head of Democratic Services has received notification that it has become necessary to make amendments to the appointment of Members to serve on the committees, boards, and panels of the Council, which will be detailed in the Mayor's Letter when issued.

## 3. Options considered and recommended proposal

3.1 No alternative options were considered.

3.2 It is recommended that the appointments to the Committees, Boards and Panels be amended and noted as detailed in the Mayor's Letter.

## 4 Consultation on proposal

4.1 Consultation has taken place within the political groups and non-aligned members directly and with the members concerned.

## 5 Timetable and Accountability for Implementing this Decision

4.1 Once appointed by Council, the appointment will be effective immediately and the Governance Team will ensure meeting appointments and committee membership details are updated accordingly and arrange any required committee specific training prior to the next schedule meeting.

## 6 Financial and Procurement Advice and Implications

6.1 There are no financial and procurement implications directly arising from this report.

## 7 Legal Advice and Implications

7.1 The composition and allocation of membership of the above bodies has been based on the relevant legislative requirements in accordance with the Council's Constitution.

## 8 Human Resources Advice and Implications

8.1 There are no human resources implications arising from this report.

## 9 Implications for Children and Young People and Vulnerable Adults

9.1 The appointment of members to serve on committees and other bodies of the council will indirectly impact on children and young people and vulnerable adults through the activities and decisions of those bodies. There are no apparent direct implications at the time of writing this report.

## 10 Equalities and Human Rights Advice and Implications

10.1 There are no equalities implications arising from the report. Political groups are required to have regard to the provisions of the Equality Act 2010 when nominating Member appointments to committees and other offices.

## 11 Implications for $CO_2$ Emissions and Climate Change

11.1 There are no implications for CO2 Emissions and Climate Change arising from this report.

## 12 Implications for Partners

12.1 The appointment of councillors to serve on external bodies and partnerships is designed to have a positive impact on the council's relationship with those organisations and enhance the relationship through the presence of accountable and elected representatives.

## 13 Risks and Mitigation

13.1 By having regard to the detail of the report above in respect of meeting statutory requirements, any risk implications will have been mitigated. Consequently, there are no risks to be borne in mind in respect of the recommendations.

## 14 Accountable Officer(s)

Emma Hill, Head of Democratic Services

Approvals obtained on behalf of:

| | Named Officer | Date |
|---|---|---|
| Chief Executive | | 17/10/25 |
| Strategic Director of Finance & Customer Services (S.151 Officer) | Judith Badger | 20/10/25 |
| Assistant Director of Legal Services (Monitoring Officer) | Phil Horsfield | 08/10/25 |
| Assistant Director of Human Resources (if appropriate) | N/A | Click here to enter a date. |
| Head of Human Resources (if appropriate) | H/A | Click here to enter a date. |

*Report Author:* *Emma Hill, Head of Democratic Services*
*01709 823566 or emma.hill@rotherham.gov.uk*

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Rotherham Metropolitan Borough Council

Public Report
Council

**Committee Name and Date of Committee Meeting**
Council – 05 November 2025

**Report Title**
Recommendation from Cabinet - Community Safety Strategy 2025-2028

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

**Strategic Director Approving Submission of the Report**
Andrew Bramidge, Strategic Director of Regeneration and Environment

**Report Author(s)**
Helen Banerjee, Community Safety Officer
Sam Barstow, Assistant Director, Community Safety and Street Scene
Emma Ellis, Head of Service, Community Safety and Regulatory Services

**Ward(s) Affected**
Borough-Wide

**Report Summary**

The Safer Rotherham Partnership (SRP), of which the Council is a key statutory partner, has agreed a new Safer Rotherham Partnership Strategy, setting out priorities and commitments for the period 1 April 2025 to 31 March 2028. This is the Borough's Community Safety Strategy.

The previous Safer Rotherham Partnership Strategy 2022-25 guided the Partnership in delivering significant work to protect vulnerable children and adults, build safer, stronger communities and tackle domestic abuse, serious violence and organised crime.

The Safer Rotherham Partnership has used an evidence-based approach to agree the new priorities, drawing on analysis of partnership crime and community safety data and the outcomes of a comprehensive programme of consultation to capture the views of key stakeholders, including people who live, visit or work in Rotherham. This process identified three main priorities that shape the new plan:

- Safer Neighbourhoods
- Tackling violence, abuse and exploitation
- Preventing offending and building resilience

**Recommendations**

That Council:-

1. Adopts the Safer Rotherham Partnership Strategy.

2. Notes the requirement for scrutiny of the Safer Rotherham Partnership Annual Report, which is discharged by the Overview and Scrutiny Management Board.

**List of Appendices Included**

Appendix 1 Safer Rotherham Partnership Strategy 2025-28
Appendix 2 Consultation Outcomes
Appendix 3 Equality Impact Assessment part A
Appendix 4 Equality Impact Assessment part B
Appendix 5 Carbon Impact Assessment

**Background Papers**
Previous Safer Rotherham Partnership Plan 2022-25
Crime and Disorder Act 1998 (legislation.gov.uk)
Rotherham Domestic Abuse Strategy 2022-2027

**Consideration by any other Council Committee, Scrutiny or Advisory Panel**
Cabinet – 15th September 2025

**Council Approval Required**
Yes

**Exempt from the Press and Public**
No

**Community Safety Strategy 2025-2028**

## 1. Background

1.1 Community Safety Partnerships have a statutory responsibility to develop a partnership plan and co-ordinate activities to address community safety priorities in the local area. There is also a requirement to consult and engage with communities, ensuring that their views are considered when identifying local priorities.

1.2 In 2021/22, an enhanced assessment and consultation process was undertaken to develop the 3-year priorities from 2022-2025. Annual “light touch” reviews have taken place since, focussing on high-risk threats and areas presenting an emerging, increasing or changing risk level.

1.3 An enhanced Joint Strategic Intelligence Assessment and consultation process was undertaken from September 2024 to December 2024 to review the Safer Rotherham Partnership priorities and develop a new 3-year SRP Strategy 2025-2028.

1.4 A Joint Strategic Intelligence Assessment (JSIA) was undertaken to provide the Safer Rotherham Partnership with the quantitative evidence base and detailed information about current and emerging trends of crime and disorder affecting communities within the Borough. The partnership analyst gathered data and information from South Yorkshire Police systems and Council/partner data leads to produce the JSIA. Most of the information contained within the JSIA is a summary of data from the most recent complete financial year (1 April 2023 to 31 March 2024) at the time the data was collated.

## 2. Key Issues

2.1 The Safer Rotherham Partnership Strategy and priorities for 2025-28 were agreed by the SRP Board on 26 February 2025 in accordance with the outcomes of the JSIA assessments described above and considering the outcomes of the consultation.

2.2 The SRP priorities and supporting structures have been streamlined to ensure the Board focuses on the statutory requirements of the Community Safety Partnership under the Crime and Disorder Act 1998 (and other relevant legislation) and areas of partnership duties not governed by other Boards. Priorities which already sit under the governance of other Boards are included to facilitate assurance and scrutiny by the SRP Board for the areas within its remit. This will require lead officers to make direct progress reports to the SRP Board at least annually.

2.3 Objective areas under each priority respond to the key risks and focusses on where the SRP can provide additional activities by partnership working and sharing resources, over and above the priorities and responses in place within mainstream services and individual agencies. The commitments

consider wider partner and community priorities for action identified through consultation.

2.4 The priorities, objective areas and commitments agreed for 2025 – 2028 are:

**1. Safer Neighbourhoods**

**Problem solving in neighbourhoods**
*(Objective owner: Safer Rotherham Partnership Board)*

- Monitor and evaluate the partnership approach to problem solving in local neighbourhoods and share good practice and/or learning.
- Explore innovative ways in which partners and the public can be educated around online safety and digital technologies and develop engagement with young people, families and older people.

**Anti-Social Behaviour**
*(Objective owner: Safer Rotherham Partnership Board)*

- Monitor and evaluate perceptions of ASB, feelings of safety and seek to understand what influences change.
- Seek appropriate external funding opportunities and support and participate in partnership bids to secure additional funding for activity in the Borough.

**Hate Crime**
*(Objective owner: Safer Rotherham Partnership Board)*

- Focus on the use of education and engagement to prevent hate crime by tackling the drivers of hate.

**Combatting alcohol and substance misuse**
*(Objective owner: Chair of Combatting Drugs Partnership)*

- Ensure there is an effective strategy for combatting the misuse of drugs, alcohol and other substances in the area, as required by the Crime and Disorder Act 1998 Part 1 Section 6, by scrutinising the plans, action and performance outcomes of the Combating Drugs Partnership.

**2. Tackling violence, abuse and exploitation**

**Domestic abuse (including Domestic Homicide Reviews)**
*(Objective owner: Safer Rotherham Partnership Board)*

- Complete a refresh of the DA strategy, capturing any analysis from the DA needs assessment and survivor and children's voice to improve outcomes for victims and their children.
- Ensure all those fleeing domestic abuse are able to access safe accommodation and appropriate support.
- Support South Yorkshire Police with the 'Rapid' review of Domestic Abuse particularly how they tackle perpetrator behaviours.

**Sexual Offences**
*(Objective owner: Safer Rotherham Partnership Board)*

- Improve reporting of sexual offences through awareness raising, projects and training and focus on victim engagement.
- Work with partners to understand work with perpetrators of sexual offences to reduce reoffending and identify any gaps.

**Violence Against Women and Girls**
*(Objective owner: Safer Rotherham Partnership Board)*

- Reduce male violence against women and girls by focussing on hot spot locations and repeat perpetrators and use of digital tools to identify online risks and hot spot locations for non-crime incidents.
- Deliver awareness raising events, projects and promotions aimed at improving women and girls' safety and feelings of safety.

**Modern Slavery**
*(Objective owner: Safer Rotherham Partnership Board)*

- Improve knowledge and awareness around identifying the signs of Modern Slavery and the mechanisms for reporting.

**Serious Violence (Serious Violence Duty) and Organised Crime**
*(Objective owner: Safer Rotherham Partnership Board)*

- To foster a collaborative environment among enforcement agencies, intelligence services, and community organisations by establishing robust information-sharing protocols and partnership problem solving.
- Focus on individuals and groups causing the highest harm to communities through targeted interventions and disruptions.
- Implement measures to reduce the availability and use of firearms and other lethal weapons in violent crimes.
- Provide effective rehabilitation programs for individuals entrenched in violence and prevent new individuals from becoming involved in organised crime.
- Increase community awareness and engagement to prevent organised and violent crime through education and outreach.

**Child Exploitation (Criminal and Sexual exploitation)**
*(Objective owner: Chair of Rotherham Safeguarding Children Partnership Child Exploitation Delivery Group)*

- Ensure that action to tackle and disrupt crimes relating to child criminal and sexual exploitation is effective by working in close partnership with the Rotherham Safeguarding Children Partnership Child Exploitation Delivery Group.

## 3. Preventing Offending – Building resilience

**Preventing radicalisation (Prevent and Channel duties)**
**Martyn's Law (Protect Duty)**
*(Objective owner: Safer Rotherham Partnership Board)*

- Reduce the risk of terrorism by taking a partnership approach to the Prevent, Protect and Prepare workstreams of the UK Contest Counter Terrorism Strategy.
- Achieve compliance with the Channel, Prevent and Protect duties (including Martyn's law and Hostile Vehicle Mitigation) under the Counter Terrorism and Security Act 2015, demonstrated through self-assessment using Home Office toolkits.

**Preventing offending and reoffending (adults)**
*(Objective owner: Head of Barnsley and Rotherham Probation Delivery Unit)*

- Ensure there is an effective strategy for the reduction of reoffending in the area, as required by the Crime and Disorder Act 1998 Part 1 Section 6, by scrutinising the plans, action and performance outcomes of the Probation Service in relation to adult reoffending.

**Preventing offending and reoffending (young people)**
*(Objective owner: Chair of Youth Justice Board and the Assistant Director, Early Help, RMBC)*

- Ensure there is an effective strategy for the reduction of reoffending in the area, as required by the Crime and Disorder Act 1998 Part 1 Section 6, by scrutinising the plans, action and performance outcomes of the Youth Justice Service in relation to young people's reoffending.

**Vulnerable Adult Risk Management Pathway**
*(Objective owner: Head of Service, Safeguarding and Mental Health, RMBC / Safeguarding Adults Board Prevention and Early Intervention Sub Group)*

- Ensure that effective multi-agency interventions are in place for adults with complex needs, to reduce the risks of them becoming involved with the criminal justice system as victims or offenders, through scrutiny of the relevant aspects of the Vulnerable Adult Risk Management Pathway led by the RMBC Head of Service, Safeguarding and Mental Health and Safeguarding Adults Board Prevention and Early Intervention Sub Group.

2.5 **Cross Cutting Themes**
Alongside the identified priorities, cross cutting themes which impact all community safety priorities will also be considered:

- **Online Crime**
  Plans and actions for each priority area will take into account how online crime impacts on each crime/priority.

- **Service User Voice**
  The voice of service users, including protected characteristic groups, will inform priority setting, action planning and performance management.

- **Equality**
  Access and the impact of actions and services on communities including protected characteristic groups will be monitored.

2.6 SRP Board level strategic leads are in place to lead and oversee the development and implementation of delivery plans and performance management reports for each priority. Quarterly performance reports will be monitored by the SRP Board. Annual reports will provide updates on progress to wider stakeholders.

2.7 The commitments and objectives within each strategic priority and the associated action plans and performance measures will be reviewed annually by the SRP Board. The review will be based on an annual crime audit and consist of a broad evidential review of Police and partner data, robust risk assessment process and consultation with stakeholders. The annual review process will ensure the SRP Strategy 2025-28 remains fit for purpose with meaningful objectives and performance indicators in place to deliver and measure progress and improvements. The annual report is also scrutinised by the Overview and Scrutiny Management Board.

## 3. Options considered and recommended proposal

3.1 The production of a strategy for reducing crime and disorder (including anti-social and other behaviour adversely affecting the local environment); combatting the misuse of drugs, alcohol and other substances; reducing reoffending; preventing people from becoming involved in serious violence and reducing instances of serious violence is a statutory requirement of responsible authorities under the Crime and Disorder Act 1998. As a result, no alternative options were considered. In relation to the focus and priority areas, these have been developed as a result of extensive engagement and learning from both service users and professionals, and subject to partner and public consultation.

3.2 The Strategy has been approved by the Safer Rotherham Partnership Board and endorsed by Cabinet. The Policy is part of the Council's Policy Framework and therefore requires Council approval following a recommendation from Cabinet. The Strategy notes that annual delivery plans

and quarterly performance reports will be produced by strategic theme leads and delivery groups and monitored by the SRP Board.

3.3 In addition to the role of the SRP Board in delivering, monitoring and oversight, The Crime and Disorder (Overview and Scrutiny) Regulations 2009, creates the requirement for at least annual scrutiny of the Community Safety Partnership. In Rotherham this is discharged annually by the Overview and Scrutiny Management Board which reviews the annual report of the Partnership.

## 4. Consultation on proposal

4.1 Wide and inclusive consultation has taken place with a diverse range of groups including geographic communities, communities of interest, voluntary and community sector representatives and local businesses to take into account the views, needs and expectations of stakeholders.

4.2 SRP partner agency consultation and data gathering took place from September 2024 and continued until the final draft strategy was circulated to SRP Board members prior to their meeting on 15 April 2025 and the Strategy was finalised. The wider stakeholder, elected member and public consultation on the proposed priorities ran from September 2024 to December 2024.

4.3 Strategic leaders from across the partnership were consulted via interactive sessions and meetings from September 2024 to December 2024. These partners included Cabinet Members, Elected Members and members of the following boards/groups:

- Rotherham Together Partnership
- Strategic Housing Forum
- Safeguarding Adults Board
- Health and Wellbeing Board
- Cultural Partnership Board
- Safeguarding Children Partnership
- Business Growth Board
- Safer Rotherham Partnership priority groups

4.4 A focus group event was held for voluntary and community sector groups on 5 November 2024. Attendees included representatives from YWCA, JADE Youth Group, Clifton Learning Partnership, the Rainbow Project, Shiloh, REMA and Rush House. Crime and community safety concerns were spread across a wide range of issues, including drug misuse and drug related crime, online safety, child exploitation and county lines, anti-social behaviour, town centre safety, community cohesion and hate crime, domestic abuse, normalisation of violence in relationships, mental health, neglect driven by poverty, dangers of vaping in young people, fly tipping, and scam work visas affecting migrants.

4.5 Other methodologies included an online consultation survey, attendance at partner meetings, community groups and events including Rotherham Show, Council Tenants Engagement Event, Crossroads Dementia Conference, GP

Protected Learning Time Event, Parish Council Network Meeting, Youth Cabinet and IC (In Care) Youth Group. A wide range of issues were raised by Partners and members of the public including: anti-social behaviour, burglary, community cohesion and concerns about the recent violent protests, domestic abuse and older people, drug dealing/county lines, fly tipping, hate crime, knife crime, modern slavery, online safety, organised crime, road safety, scams/exploitation of vulnerable adults, town centre safety, risks of vaping to young people, vehicle crime and youth offending.

4.6 The results of other consultations taking place during the same period were also taken into account including consultation for the Council Plan, Ward Plans, Housing Strategy consultation and rural crime engagement carried out by the South Yorkshire Police Motorcycle and Rural Crime Team.

4.7 The purpose of the consultation was to:

- Confirm the proposed overarching priorities for 2025-28.
- Identify the types of partnership responses that are most important to stakeholders under each priority.
- Identify any important community safety issues not addressed by the proposed priorities.

4.8 The outcome of the consultation was broadly supportive of the priority areas identified. In relation to the areas of focus, there was some variance but generally people thought the partnership should focus on raising awareness and delivering prevention and early intervention activities. The full outcome of the consultation has been provided to each SRP priority lead to inform development of their action plans.

## 5. Timetable and Accountability for Implementing this Decision

5.1 Delivery will be monitored through a quarterly dashboard showing key performance indicators and an annually refreshed delivery plan and annual report. This will be overseen by the Safer Rotherham Partnership Board. The annual report of the Safer Rotherham Partnership will be subject to scrutiny as described in section 3.3.

## 6. Financial and Procurement Advice and Implications

6.1 There are no direct procurement implications as a result of the recommendations detailed in this report. However, any identified need for the Council to procure goods, services or works in relation to achieving the Strategy must be procured in compliance with the Council's Financial and Procurement Procedure Rules as well as relevant procurement legislation; namely the Public Contracts Regulations 2015 or the Procurement Act 2023, which will be determined by the route to market selected.

6.2 The Safer Rotherham Partnership has received revenue grant funding of £113,062.98 in 2025/26 from the South Yorkshire Mayoral Combined Authority (SYMCA), to contribute to the delivery of the priorities set out in the Safer Rotherham Partnership Strategy and in the SYMCA Police and Crime Plan. Any costs associated with the delivery of these should be managed

within the grant funding or they will have to be managed within approved revenue budgets.

## 7. Legal Advice and Implications

7.1 Community Safety Partnerships were set up under the Crime and Disorder Act 1998. Under section 6 of the Crime and Disorder Act 1998, the responsible authorities that are party to a Community Safety Partnership are required to formulate and implement:

(a) a strategy for the reduction of crime and disorder in the area (including anti-social and other behaviour adversely affecting the local environment);
(b) a strategy for combatting the misuse of drugs, alcohol and other substances in the area;
(c) a strategy for the reduction of re-offending in the area;
(d) a strategy for—
(i) preventing people from becoming involved in serious violence in the area, and
(ii)reducing instances of serious violence in the area.

7.2 The Crime and Disorder (Formulation and Implementation of Strategy) Regulations 2007 set out the way in which the responsible authorities should carry out their functions as a Community Safety Partnership and require that a strategy group is convened consisting of representatives from each responsible authority, one of whom holds a senior position in that authority, whose functions are to: -

- prepare strategic assessments;
- prepare and implement a partnership plan for the area on behalf of the responsible authorities.
- have in place arrangements for the sharing of information between responsible authorities
- make arrangements for obtaining the views of persons and bodies who live or work in the area.

7.3 The Police Reform and Social Responsibility Act 2011 requires the local policing bodies and the responsible authorities to have regard for each other's priorities and objectives and requires cooperation with each other in exercising their respective functions.

7.4 Further Regulations introduced in 2012 (The Crime and Disorder (Formulation and Implementation of Strategy) (Amendment) Regulations 2012) require information sharing and provide power to the Police and Crime Commissioners (or Mayors where the Police and Crime Commissioner functions are delivered by the Mayor) to require the attendance of the responsible authorities at a meeting to assist in the formulation and implementation of strategies relating to the local government area.

7.5 The Community Safety Partnership is required to produce and implement a plan setting out its priorities. Failing to do so would be a breach of its

statutory duty under the above-mentioned legislation. The implementation of the plan should ensure that all other statutory duties are met, where they exist.

7.6 Under section 19 of the Police and Justice Act 2006, the Local Authority is required to ensure that it has a committee with power to review and scrutinise decisions made, or other action taken, in connection with the discharge by the responsible authorities of their crime and disorder functions and to make reports or recommendation to the Local Authority with respect to the discharge of those functions. The Crime and Disorder (Overview and Scrutiny) Regulations 2009, require this committee to meet annually. This a statutory requirement and to satisfy the duty, this is currently undertaken by the Overview and Scrutiny Management Board.

7.7 Consultation is not a statutory requirement, however appropriate consultation and community engagement is crucial when preparing the Plan. A substantial consultation exercise has taken place in advance of finalising and agreeing the Plan.

7.8 The Policy is a part of the Council's Policy Framework and therefore requires Council approval following a recommendation from Cabinet.

## 8. Human Resources Advice and Implications

8.1 There are no direct human resources implications arising from this Report.

## 9. Implications for Children and Young People and Vulnerable Adults

9.1 Priorities relating to vulnerable children, young people and adults which already sit under the governance of other Boards are included to ensure assurance and scrutiny by the SRP Board. These are:

- **Combatting alcohol and substance misuse**
  Objective owner: Chair of Combatting Drugs Partnership

- **Child Exploitation (Criminal and Sexual exploitation)**
  Objective owner: Chair of Rotherham Safeguarding Children Partnership Child Exploitation Delivery Group

- **Preventing offending and reoffending (adults)**
  Objective owner: Head of Barnsley and Rotherham Probation Delivery Unit

- **Preventing offending and reoffending (young people)**
  Objective owner: Chair of Youth Justice Board / Assistant Director, Early Help, RMBC

- **Vulnerable Adult Risk Management Pathway**

Objective owner: Head of Service, Safeguarding and Mental Health, RMBC / Safeguarding Adults Board Prevention and Early Intervention Subgroup

Lead officers will be required to make direct progress reports to the SRP Board at least annually.

9.2 The Safer Rotherham Partnership works closely with the relevant strategic partnerships in Rotherham, including the Rotherham Safeguarding Children's Partnership, the Adult Safeguarding Board and the Health and Well-Being Board. The relationship between the partnerships is supported by the Safeguarding Joint Protocol, which is an agreement across the Strategic Partnerships.

## 10. Equalities and Human Rights Advice and Implications

10.1 A full Equality Impact Assessment has been undertaken to support the development of the SRP Strategy 2025-28 and is included at Appendix 3 and Appendix 4. The Report shows how crime and community safety risks were assessed through data analysis, taking into account victim and offender demographic information. It also describes the consultation process that took place with multiple stakeholders including Equality Act 2010 protected characteristic groups. The Safer Rotherham Partnership Strategy meets the needs of different communities and groups by driving action to achieve its key priorities which are fully inclusive of protected characteristic groups. It identifies and puts in place actions to protect the most vulnerable people and communities within the Borough. By addressing the crime and community safety issues impacting Rotherham's diverse communities, the policy is designed to promote equality and good community relations.

## 11. Implications for CO2 Emissions and Climate Change

11.1 A Carbon Impact Assessment has been undertaken which is included at Appendix 5. The SRP coordinates existing partner activity and resources, therefore no specific impacts have been identified related to the SRP Strategy 2025-28.

## 12. Implications for Partners

12.1. There are wide-ranging implications for partners, who have been involved throughout the process of developing the SRP Strategy 2025-28. The Strategy sets out how the Safer Rotherham Partnership (which is the borough's Community Safety Partnership, set up under the Crime and Disorder Act 1998) will achieve the duties of the responsible authorities to work together to protect local communities and help people feel safer. There are five responsible authorities that make up the Safer Rotherham Partnership:

- Probation Service
- NHS South Yorkshire Integrated Care Board (ICB)
- Rotherham Metropolitan Borough Council
- South Yorkshire Fire and Rescue

- South Yorkshire Police

12.2 The Rotherham NHS Foundation Trust, Victim Support and Voluntary Action Rotherham are additional and valued members of the Safer Rotherham Partnership. The South Yorkshire Mayoral Combined Authority is also represented at meetings, helping to join up work on local priorities with the South Yorkshire Police and Crime Plan.

12.3 All the above partners are involved in the SRP Strategy delivery and governance structures.

## 13. Risks and Mitigation

13.1 Risks primarily relate to capacity to deliver strategic intentions and uncertainty about the availability of external funding for specific initiatives, for example, Government funding for Domestic Abuse and the South Yorkshire Mayoral Combined Authority community safety grant funding, which are notified year on year. The Safer Rotherham Partnership is able to facilitate the involvement of mainstream services, across a variety of partners, in work to achieve Safer Rotherham Partnership priorities and outcomes. Opportunities are therefore sought through partnership meetings and structures to seek opportunities for better collaborative working and pooling of resources.

## 14. Accountable Officers

Sam Barstow, Assistant Director, Community Safety and Street Scene.

Approvals obtained on behalf of Statutory Officers: -

| | **Named Officer** | **Date** |
|---|---|---|
| Chief Executive | John Edwards | |
| Assistant Director, Financial Services (Deputy S.151 Officer) | Judith Badger | |
| Assistant Director of Legal Services (Monitoring Officer) | Phil Horsfield | |

*Report Author:* *Helen Banerjee, Community Safety Officer*
*helen.banerjee@rotherham.gov.uk*

This report is published on the Council's website.

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# SAFER ROTHERHAM PARTNERSHIP



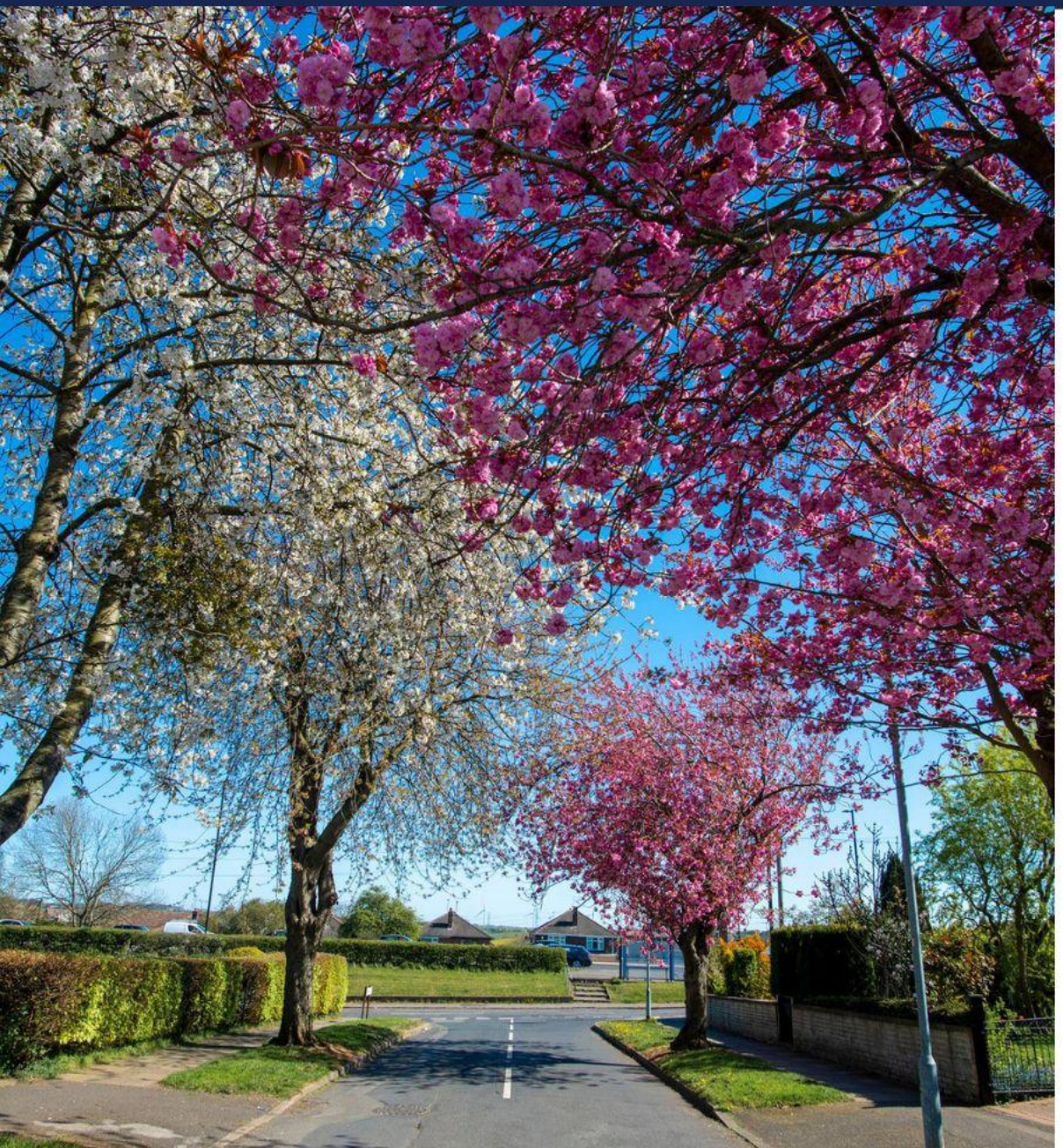







# STRATEGY 2025-2028

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# FOREWORD

# COUNCILLOR SAGHIR ALAM OBE

## CABINET MEMBER FOR COMMUNITY SAFETY

**As we embark on a new three-year strategy, it is essential to reflect on the significant strides we have made in safeguarding our community and addressing critical issues such as child exploitation, neglect, modern slavery, substance misuse, mental health, hate crime, online crime, and domestic abuse. This strategy highlights our key achievements and outlines our ongoing commitment to creating a safer and more supportive environment for all residents of Rotherham.**

We have continued our efforts to combat child exploitation through the "Spot the Signs" campaign and comprehensive training programs. We have raised awareness about the indicators of child exploitation and delivered training across our partnership, ensuring staff can identify signs of exploitation. Additionally, training for taxi drivers and public awareness sessions on YouTube have further strengthened our community's vigilance.

The Violence Reduction Unit supported the Street Doctor's initiative which educates young people on first aid for knife injuries and the consequences of street violence. Additionally, during Operation Sceptre, interactive sessions were provided to education providers to assist with lockdown protocols and mitigate risks.

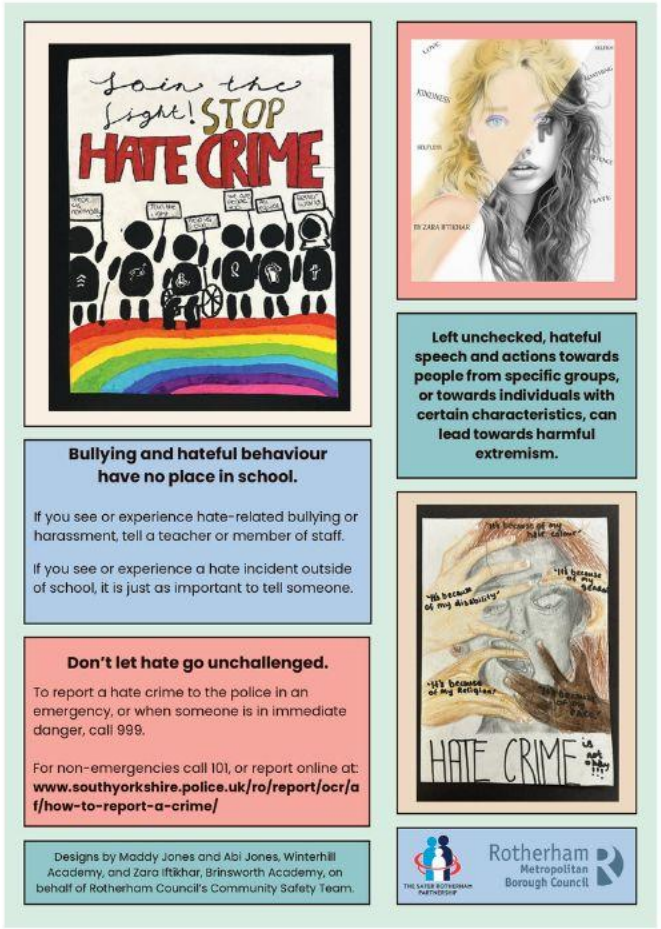
We have consolidated working arrangements between the Probation Service and Drug and Alcohol Service, resulting in improved offender management and client engagement. Enhanced joint working within the criminal justice system has led to a steady increase in Drug Rehabilitation Requirement Orders and Alcohol Treatment Requirement Orders and the integration of a Dual Diagnosis nurse and key worker into the Rotherham Drug & Alcohol Service has strengthened collaboration with community mental health teams and outreach prevention teams.



# FOREWORD

# COUNCILLOR SAGHIR ALAM OBE

## CABINET MEMBER FOR COMMUNITY SAFETY




We have continued to raise awareness of hate crime and the adoption of Rotherham Youth Cabinet's Hate Charter by schools has increased significantly. Our professional development package for schools and the quarterly e-newsletter, "Hate Bullying," share good practices, news, training offers and resources.

We delivered training and awareness on online risks including keeping young people safe online, image sharing, online radicalisation and cyberbullying to professionals and the public and collaborating with the Digital Inclusion Team to improve online safety in the community.

Our Domestic Abuse Assertive Outreach Service supports individuals with complex needs and programs like Cranstoun Inspire to Change and Level Up have reduced reoffending rates and addressed abusive behaviours. Initiatives like the WalkSafe app and the annual Reclaim the Night march have promoted safety and awareness for women and girls in our community.

These are just some of the key achievements which reflect our unwavering commitment to safeguarding our community and effective partnership working. This collective effort ensures that our initiatives are more comprehensive, impactful and sustainable, ultimately leading to a safer and more resilient community.

**I would like to thank all board members for their hard work and participation over the last three years. I look forward to working with you in future years, where we will continue to build on these successes, ensuring that Rotherham remains a safe and supportive place for all its residents.**

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

# WORKING TOGETHER TO MAKE ROTHERHAM SAFE, TO KEEP ROTHERHAM SAFE AND TO ENSURE THE COMMUNITIES OF ROTHERHAM FEEL SAFE

## The Safer Rotherham Partnership is the borough's Community Safety Partnership, set up under the Crime and Disorder Act 1998.





Responsible authorities have a duty to work together to protect their local communities and help people feel safer. They work out how to deal with crime and local issues like anti-social behaviour, drug or alcohol misuse and reoffending. They assess local crime priorities annually, consulting with partners and the local community about their priorities and monitor progress in achieving them.

# THERE ARE FIVE RESPONSIBLE AUTHORITIES THAT MAKE UP THE SAFER ROTHERHAM PARTNERSHIP:

- Probation Service
- NHS South Yorkshire Integrated Care Board (ICB)
- Rotherham Metropolitan Borough Council
- South Yorkshire Fire and Rescue
- South Yorkshire Police

The Rotherham NHS Foundation Trust, Victim Support and Voluntary Action Rotherham are additional and valued members of the Safer Rotherham Partnership. Voluntary Action Rotherham represents and promotes the role of the voluntary and community sector in tackling local crime and community safety issues.

The South Yorkshire Mayoral Combined Authority is also represented at meetings, helping to join up work on local priorities with the South Yorkshire Police and Crime Plan.



# ROTHERHAM OVERVIEW

Rotherham is one of four metropolitan boroughs in South Yorkshire

There are 25 electoral wards covering a wide range of urban, suburban, and rural areas

70% of Rotherham is open countryside

Estimated Population
**271,195**

49% Male
51% Female

18.9% aged 0-15
61.5% aged 16-64
19.6% aged 65+

Population is ageing, with 1 in 5 residents 65 and over

11.7% minority ethnic groups

88.3% of residents are White British

Rotherham has an increasingly diverse community



**75%** satisfied with their local area as a place to live

**66%** satisfied with the wider borough as a place to live

**67.1%** are in Employment

**10.6%** of the working age population have no qualifications

**23%** of neighbourhood areas in Rotherham are within the bottom 10% in England for Education

**22%** of residents in Rotherham are living within the 10% most deprived in England

Rotherham has an overall Health Index score of 95.6, within the Average in England as of 2021

**4 million** visits to Rotherham's attractions last year

including Wentworth Woodhouse, Gulliver's and Magna amongst South Yorkshire's most popular tourist destinations

# COMMUNITY SAFETY IN ROTHERHAM 2022-2025

**The Safer Rotherham Partnership agreed 4 priority areas from 2022-2025. Annual reviews of objectives and performance measures ensured proactive responses were made to new and emerging challenges and opportunities.**

**Protecting Vulnerable Children**

**Protecting Vulnerable Adults**

**Safer Stronger Communities**

**Protecting People from Violence and Organised Crime**



# OUR PROGRESS IN 2022-2025
# PROTECTING VULNERABLE CHILDREN

## WE HAVE RAISED AWARENESS OF THE SIGNS OF CHILD EXPLOITATION THROUGH THE SPOT THE SIGNS CAMPAIGN AND TRAINING

Awareness session for the public on YouTube




Spotting the signs of exploitation - embedded into the training provided to all new and existing taxi drivers

Girls and Gangs training across the partnership

Information cards shared widely including local businesses, libraries, partner organisations, schools, Parish Councils and Elected Members.

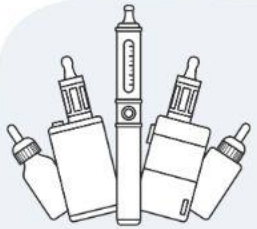
Training on Minimising Unconscious Bias in Child Criminal Exploitation

Supported South Yorkshire Police in offering specialist training to hotels

Training has been provided to over

**1,000**

professionals on how to submit intelligence to the Police about child exploitation.



We have supported the delivery of Vapes Awareness sessions in schools to over

**4000**

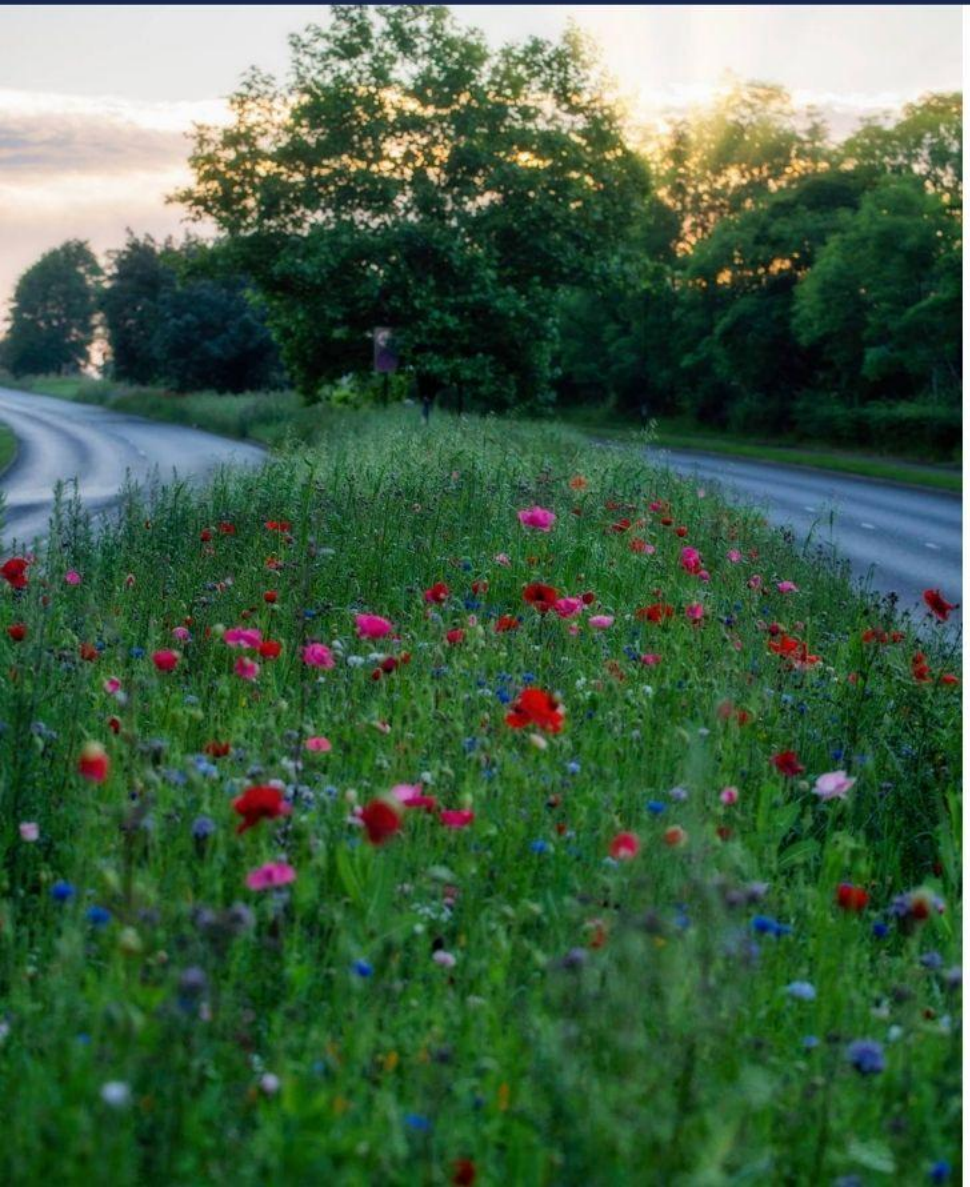
students



The Neglect Delivery Group has been established and the Neglect Strategy has been developed to support training and development for practitioners.

Child Matters training has been delivered to South Yorkshire Police which has improved the accuracy of identification and recording of cases under Neglect.

# OUR PROGRESS IN 2022-2025
# PROTECTING VULNERABLE ADULTS



Consolidation of working arrangements between the Probation Service and Drug and Alcohol Service has improved offender management and client engagement with services, resulting in more positive overall outcomes for service users.

We have introduced the Council Modern Slavery Steering Group which has further improved co-ordination across the council.

A Dual Diagnosis nurse has been embedded into the Rotherham Drug & Alcohol Service together with a key worker to develop work with community mental health teams and outreach prevention teams.

The Mental Health Specialist within the Safer Neighbourhood Service has made over

**3,300 interventions**

with individuals, that have included over

**1,100 repeat referrals**

resulting in reduced demand on services and increasing opportunities for long term, sustainable solutions.

Modern Slavery awareness raising training delivered to over

**550 professionals**

across the partnership including Registered Social Landlords and Landlords within the designated Selective Licensing Scheme areas.

Improved joint working arrangements and liaison within the criminal justice system has resulted in a steady increase in the number of Drug Rehabilitation Requirement Orders and Alcohol Treatment Requirement Orders.

Since 2022/23 a total of

**157**

of the most complex cases have been subject to Community Multi-Agency Risk Assessment Conference (CMARAC) referral and intervention to address complex needs and reduce risks and vulnerabilities.

# OUR PROGRESS IN 2022-2025
# SAFER STRONGER COMMUNITIES

## WE HAVE CONTINUED TO RAISE AWARENESS ON HATE CRIME

We have had contact with each primary and secondary school and college at least once every quarter throughout 2024

We have developed a professional development package for schools on hate crime.

We have launched a quarterly e-newsletter, Hate Bullying, to share good practice, news, training offers and resources.

We have delivered a hate crime awareness project in 4 secondary schools in Summer 2024.

Annual Harms of Hate events for Y6s delivered to **550** primary school pupils

The number of hate crime reporting centres in the borough more than doubled in 2023, allowing quicker, easier reporting.

We have seen a significant rise in the number of schools adopting Rotherham Youth Cabinet's Hate Charter.

Local media coverage of our hate crime projects reached more than **46,000** local people



## TRAINING AND INTERVENTIONS

Radicalisation

Bystander Interventions

Holding Difficult Conversations

Extremism Right Wing Awareness

Over 3 years **1918** young people have attended sessions to build understanding of the impact hate crime has through our restorative hate crime service.

One to one interventions have also been delivered to **33 adults** **129 young people** (Apr22-Dec24)

In response to the violent disorder seen in summer 2024, awareness raising and resilience building sessions were delivered to over **3000** students in Rotherham.




We have established the Digital Champions Network, to increase awareness of online and digital developments.




We have worked alongside the Digital Inclusion Team to develop an Online Safety booklet and deliver awareness sessions to the community

Keeping young people safe online

Image Sharing

**Online safety awareness sessions delivered to professionals and the public**

Cyberbullying

Online Radicalisation

# OUR PROGRESS IN 2022-2025
# PROTECTING PEOPLE FROM VIOLENCE AND ORGANISED CRIME
# DOMESTIC ABUSE

The Council's Domestic Abuse Assertive Outreach Service provides support for individuals with the most complex needs

Average victim engagement rate **78%**

Support offered includes 1:1 sessions, webchats, therapeutic group work and counselling

The Homelessness Prevention Fund has supported victims and families at risk of being made homeless due to domestic abuse with essential financial support and target hardening

Over 500 awards have been made over the last 3 years

We launched the Domestic Abuse older people's campaign 'Abuse has no age limit' with involvement from Rotherham Older People's Forum.




We have commissioned Cranstoun Inspire to Change, a programme for men and women who have been abusive, controlling or violent towards their partner

**73%**

Reduction in reoffending rates of perpetrators who completed the programme

Clare's Law, also known as the Domestic Violence Disclosure Scheme (DVDS), allows people to ask the police about a person's history of domestic abuse

We shared the Clares Law fact sheet with partners to encourage right to ask applications – the number of applications have increased by 30% since 2022

The Domestic Abuse Homelessness Officers are providing 1:1 support for domestic abuse victims/survivors presenting as homeless

All the 13-specialist local authority domestic abuse properties are consistently occupied

We have commissioned Cranstoun Level Up programme, designed specifically for young people between the ages of 11 and 18 who are presenting abusive and challenging behaviours

Domestic Violence Protection Order (DVPO) applications are monitored and effectively utilised to give breathing space for victims

The transformation of domestic abuse services was completed in October 2022 with Hopian (formerly Rotherham Rise) becoming the "one front door" pathway for all domestic abuse referrals

# OUR PROGRESS IN 2022-2025
# PROTECTING PEOPLE FROM VIOLENCE AND ORGANISED CRIME
# SEXUAL ABUSE AND VIOLENCE AGAINST WOMEN AND GIRLS

## WalkSafe

We have launched the WalkSafe app in Rotherham alongside South Yorkshire Police – a free personal safety app including journey planning and a map of local safe places

**221** safe spaces identified within the WalkSafe safety map

**3,648** app downloads from the local QR code

**45,662** app interactions within the geo-tagged area

Since the launch of the WalkSafe app in South Yorkshire to Feb 25




Promotion of the WalkSafe app has included colleges, partners, Elected Members and with the public via events such as Reclaim the Night

We have supported the delivery of the annual Reclaim the Night march in Rotherham, celebrating Rotherham's women and campaigning to make our streets safer for all. In 2024 we held our 10th anniversary walk and were joined by over 100 people parading through the Town Centre.



We have supported the Safe Space evenings delivered through the Violence Reduction Unit over the Christmas period. This included Rotherham Councils CCTV van deployed with a Police Officer, Medics providing outreach first aid and medical cover in the designated area and Outreach and Engagement within the Town Centre focused on key safety awareness messages.

We have delivered a number of events aimed at improving safety in the Night Time Economy including training for staff, managers and door security staff covering safeguarding children, responding to serious violence and domestic abuse.

We have supported the delivery of sessions to college students around the dangers of drink spiking

A South Yorkshire sex work steering group has been established to improve understanding of sex work in South Yorkshire and increase awareness of support services.

We have established a sexual abuse pathway for Rotherham to identify clear routes to support for victims of sexual abuse.

We have installed innovative lighting and CCTV along a popular route in Clifton Park to help improve feelings of safety, funded by the Government's Safer Streets Fund.



# OUR PROGRESS IN 2022-2025
# PROTECTING PEOPLE FROM VIOLENCE AND ORGANISED CRIME
# VIOLENCE AND ORGANISED CRIME

Action on counterfeit vapes, vape liquids and cartridges and illegal cigarettes Joint Police and Council Trading Standards Officers operations



**over £887,428**
worth of illegal tobacco and vape products removed from sale (22-25)

**350 vapes and liquids**
collected in schools from 2023

**15 vapes**
sent for testing due to students having to seek medical attention after use - results showed Class A, Class B and Class C drugs, ketamine and other unknown cocktails.

A drone was purchased to tackle organised crime groups by aiding with intelligence gathering and assisting with fleeing offenders

**70 warrants**
executed across the borough as part of
**Op Grow**
leading to seizure of
**17,846 cannabis plants**

The Violence Reduction Unit have funded the Plan B Custody Navigator scheme, delivered by Causeway, it aims to engage people aged 16+ to help them step away from crime.

As part of the Reducing Violence programme, Rotherham funded a Street Doctor's initiative for young people focused on the first aid intervention required due to a knife or sharp instrument injury or head injury.

The sessions also support young people to understand the medical consequences of street violence, how to keep themselves safe and the mental health/ emotional impact of street violence.

A refreshed, agreed Action Plan is continuing to drive activity and progress against the identified objectives and our preparedness for the forthcoming introduction of the Terrorism (Protecting of Premises) Legislation – Martyn's Law.

The multi-agency Protect and Prepare Group have completed a full review and self-assessment of progress against responsibilities in respect of the Protect Duty.



There has been an increase in targeted commissioning of initiatives for young people in areas impacted by Organised Crime Groups.

Multi agency links have been strengthened in relation to child exploitation and organised crime.

Warning notices have been issued to organised crime members around gun crime and child exploitation.

During Operation Sceptre, the Violence Reduction Unit supported interactive sessions for education providers to assist lockdown protocols and mitigate risks

# OUR PROGRESS IN 2022-2025
# COMMUNICATIONS AND ENGAGEMENT

## Community Safety supports the annual Safeguarding Awareness Week




We have supported the delivery of training including:

- Modern Slavery
- Domestic Abuse
- Online Safety
- Extremism
- Sharing Images Online
- Online Radicalisation
- The misuse of Social Media

We have supported the No More campaign in South Yorkshire focussing on the microaggressions and acts of violence women face every day and every night. We have also promoted the additional phases of the campaign focusing on bystander intervention in Do More and Online abuse in Know More







We have held a number of Rotherham Safer Venues Together Events in partnership with Violence Reduction Unit and South Yorkshire Police.




Providing information and support to licensed premises on safeguarding in their venues including:

- Ask for Angela
- Drink Spike awareness
- Safeguarding children
- Safe search techniques
- Responding to violent incidents
- Domestic Abuse

**43,500**
people reached through our social media channels

**80%**
of our followers from Rotherham

We have developed targeted campaigns to help tackle Domestic Abuse and support annual campaigns including Sexual Abuse and Sexual Violence Week and 16 Days of Action Against Gender Based Violence










We are members of the National Safe Place scheme and have 22 venues registered who have received specific safeguarding training

We continue to support licensed premises in implementing Ask for Angela through Pub Watch meetings, social media promotion and training including venue staff and taxi drivers and support checks on licensed premises to ensure the scheme is working.



# OUR PROGRESS IN 2022-2025
# PROJECT EXAMPLE: COMMUNITY PAYBACK



Community Payback is a community sentence for people convicted of a crime and is an alternative to custody. In Rotherham we have funded a bespoke Community Payback contract via The Probation Service. Through this bespoke contract, Rotherham have a dedicated Community Payback Team working within the borough focussing on key projects and activities 4 days a week as a result of requests made by the community via Officers and Elected members. This is in addition to the South Yorkshire wide team completing projects sent directly to The Probation Service via their normal request system.

From April 2022
to January 2025:

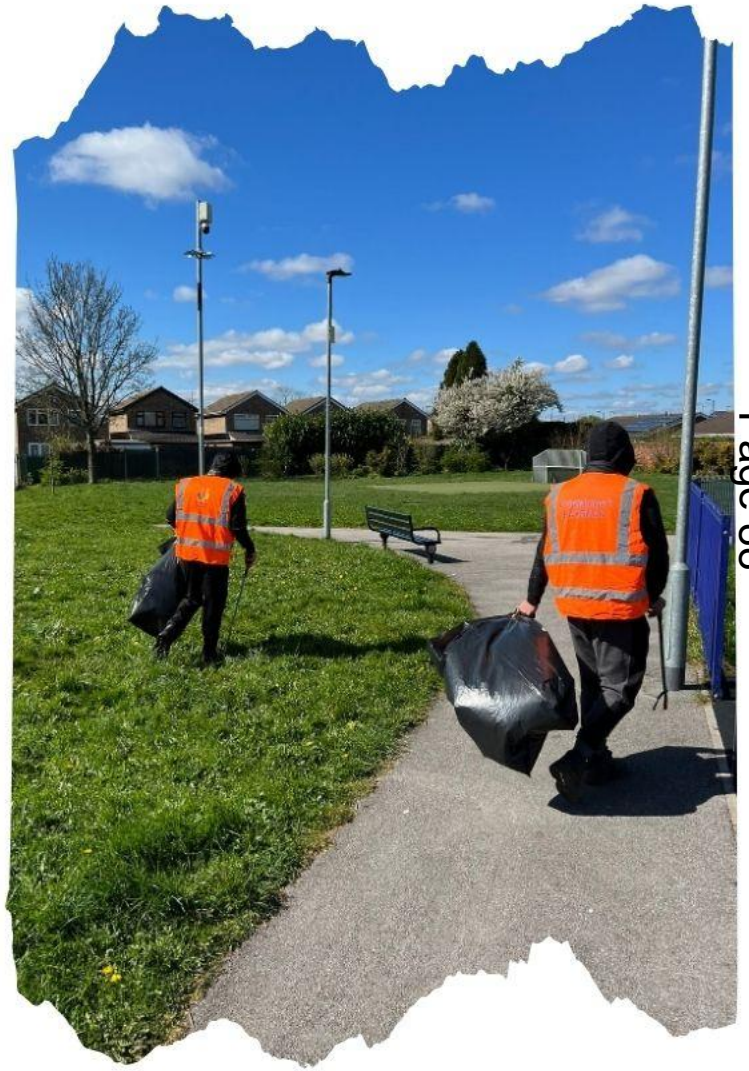
over

**27,000**

hours of work have
been completed

with an equivalent real
living wage value of

**£294,000**



# SAFER ROTHERHAM PARTNERSHIP PRIORITIES 2025-28

| | |
|---|---|
| Safer Neighbourhoods | Problem solving in neighbourhoods |
| | ASB |
| | Hate crime |
| | Combating alcohol and substance misuse |




| | |
|---|---|
| Preventing offending – Building resilience | Preventing radicalisation (Prevent and Channel duties) |
| | Martyn's Law (Protect Duty) |
| | Preventing offending and reoffending (adults) |
| | Preventing offending and reoffending (young people) |
| | Vulnerable Adult Risk Management Pathway |

| | |
|---|---|
| Tackling Violence, Abuse and Exploitation | Domestic Abuse (including Domestic Homicide Reviews) |
| | Sexual Offences |
| | Violence Against Women and Girls |
| | Modern slavery |
| | Serious Violence (Serious Violence Duty) |
| | Organised Crime |
| | Child exploitation (criminal and sexual exploitation) |



# SAFER ROTHERHAM PARTNERSHIP PRIORITIES 2025-28

## Cross Cutting Themes

Alongside our identified priorities we will also consider cross cutting themes which impact all community safety priorities.

### Online Crime

Plans and actions for each priority area will take into account how online crime impacts on each crime/priority.

### Service User Voice

We will ensure the voice of service users, including protected characteristic groups, inform priority setting, action planning and performance management.

### Equality

We will monitor access and the impact of our actions and services on communities including protected characteristic groups.



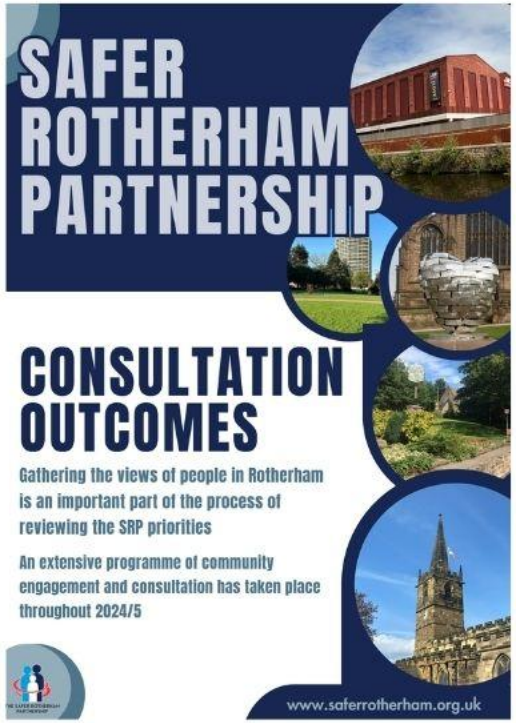
| | | | |
|---|---|---|---|
| Safer Neighbourhoods | Problem solving in neighbourhoods | Director Of Services, Voluntary Action Rotherham | Monitor and evaluate the partnership approach to problem solving in local neighbourhoods and share good practice and/or learning.<br>Explore innovative ways in which partners and the public can be educated around online safety and digital technologies and develop engagement with young people, families and older people. |
| | Anti-Social Behaviour | Chief Inspector (Neighbourhoods), South Yorkshire Police | Monitor and evaluate perceptions of ASB, feelings of safety and seek to understand what influences change.<br>Seek appropriate external funding opportunities and support and participate in partnership bids to secure additional funding for activity in the borough |
| | Hate crime | | Focus on the use of education and engagement to prevent hate crime by tackling the drivers of hate. |
| | Combating alcohol and substance misuse | Chair of Combatting Drugs Partnership | Ensure there is an effective strategy for combatting the misuse of drugs, alcohol and other substances in the area, as required by the Crime and Disorder Act 1998 Part 1 Section 6, by scrutinising the plans, action and performance outcomes of the Combating Drugs Partnership. |
| Tackling Violence, Abuse and Exploitation | Domestic Abuse (including Domestic Homicide Reviews) | Head of Adults Safeguarding<br>Head Of Service, RMBC Community Safety and Regulatory Services | Complete a refresh of the DA strategy, capturing any analysis from the DA needs assessment and survivor voice to improve outcomes for victims and their children<br>Ensure all those fleeing domestic abuse are able to access safe accommodation and appropriate support.<br>Support South Yorkshire Police with the 'Rapid' review of Domestic Abuse particularly how they tackle perpetrator behaviours. |
| | Sexual Offences | Detective Chief Inspector, South Yorkshire Police | Improve reporting of sexual offences through awareness raising, projects and training and focus on victim engagement<br>Work with partners to understand work with perpetrators of sexual abuse to reduce reoffending and identify any gaps. |
| | Violence Against Women and Girls | Detective Chief Inspector, South Yorkshire Police | Reduce male violence against women and girls by focussing on hot spot locations and repeat perpetrators and use of digital tools to identify online risks and hot spot locations for non-crime incidents.<br>Deliver awareness raising events, projects and promotions aimed at improving women and girls' safety and feelings of safety. |
| | Modern slavery | Superintendent, South Yorkshire Police | Improve knowledge and awareness around identifying the signs of Modern Slavery and the mechanisms for reporting |
| | Serious Violence (Serious Violence Duty)<br>Organised Crime | Superintendent, South Yorkshire Police<br>Head Of Service, RMBC Community Safety and Regulatory Services | To foster a collaborative environment among enforcement agencies, intelligence services, and community organisations by establishing robust information-sharing protocols and partnership problem solving.<br>Focus on individuals and groups causing the highest harm to communities through targeted interventions and disruptions.<br>Implement measures to reduce the availability and use of firearms and other lethal weapons in violent crimes.<br>Provide effective rehabilitation programs for individuals entrenched in violence and prevent new individuals from becoming involved in organised crime.<br>Increase community awareness and engagement to prevent organised and violent crime through education and outreach. |
| | Child exploitation (criminal and sexual exploitation) | Chair of Rotherham Safeguarding Children Partnership Child Exploitation Delivery Group | Ensure that action to tackle and disrupt crimes relating to child criminal and sexual exploitation is effective by scrutinising the plans, action and performance outcomes of the Rotherham Safeguarding Children Partnership Child Exploitation Delivery Group. |
| Preventing offending – Building resilience | Preventing radicalisation (Prevent and Channel duties)<br>Martyn's Law (Protect Duty) | Assistant Director, Community Safety and Street Scene, Rotherham Council | Reduce the risk of terrorism by taking a partnership approach to the Prevent, Protect and Prepare workstreams of the UK Contest Counter Terrorism Strategy.<br>Achieve compliance with the Channel, Prevent and Protect duties (including Martyn's law and Hostile Vehicle Mitigation) under the Counter Terrorism and Security Act 2015, demonstrated through self-assessment using Home Office toolkits. |
| | Preventing offending and reoffending (adults) | Head of Barnsley and Rotherham Probation Delivery Unit | Ensure there is an effective strategy for the reduction of reoffending in the area, as required by the Crime and Disorder Act 1998 Part 1 Section 6, by scrutinising the plans, action and performance outcomes of the Probation Service in relation to adult reoffending. |
| | Preventing offending and reoffending (young people) | Chair of Youth Justice Board / Assistant Director, Early Help, RMBC | Ensure there is an effective strategy for the reduction of reoffending in the area, as required by the Crime and Disorder Act 1998 Part 1 Section 6, by scrutinising the plans, action and performance outcomes of the Youth Justice Service in relation to young people's reoffending. |
| | Vulnerable Adult Risk Management Pathway | Safeguarding Adults Board | Ensure that effective multi-agency interventions are in place for adults with complex needs, to reduce the risks of them becoming involved with the criminal justice system as victims or offenders, through scrutiny of the Vulnerable Adult Risk Management Pathway led by the RMBC Head of Service, Safeguarding and Mental Health and Safeguarding Adults Board Prevention and Early Intervention Sub Group. |

# HOW WE DECIDED OUR PRIORITIES FOR 2025-28

Alongside our statutory duties, the Safer Rotherham Partnership has used an evidence based approach to decide priorities, by drawing on the best available data and information. This included local and national crime and community safety data; the expertise and judgement of professionals and practitioners working in local partner organisations; and the views of people who live, visit or work in Rotherham. We also considered current legislation and other relevant local and national strategies and plans.

Some of the key issues raised during our consultation included:

- Anti-social behaviour
- Drug use
- Child Criminal Exploitation
- Community Cohesion
- Burglary
- Fly tipping
- Quads/Off road bikes
- Domestic Abuse
- Online safety
- Drug dealing and County Lines
- Organised Crime
- Road Safety




Full outcomes for the consultation can be found at www.saferrotherham.org.uk

# GOVERNANCE

**Strategic Leadership**

**Safer Rotherham Partnership Board**

- Safeguarding Adults Board
- Safeguarding Childrens Partnership
- Health and Wellbeing Board

**Strategic Priority**

- Safer Neighbourhoods
- Tackling Violence, Abuse and Exploitation
- Preventing offending – Building resilience

**Planning/Tactical Groups**

- SRP Safer Neighbourhoods Priority Group
- Combating Drugs Partnership
- SRP Domestic and Sexual Abuse Priority Group (DSAPG)
- SRP Organised and Violent Crime Silver Group
- Child Exploitation Delivery Group
- Counter Terrorism Silver Group
- Probation Service
- Youth Justice Board
- Head of Service, Safeguarding and Mental Health

# DELIVERY PLANS, PERFORMANCE MANAGEMENT AND REVIEW




Action Plans will be developed for each strategic priority

Quarterly performance reports will be produced and reported to the Safer Rotherham Partnership Board.

The Safer Rotherham Partnership Board will monitor and oversee progress, provide strategic level decision making and constructive challenge.

The commitments and objectives within each strategic priority area and the associated actions plans and performance measures will be reviewed annually and agreed with the Safer Rotherham Partnership Board.

# LOCAL AND NATIONAL INFORMATION AND SUPPORT

## If you have concerns for a child or young person

If you consider a child or young person to be in immediate danger and requiring an urgent response, call 999

Otherwise, please call the Multi Agency Safeguarding Hub (MASH) on 01709 336080

## If you have concerns for an adult or older person

If you consider an adult or older person to be in immediate danger and requiring an urgent response, call 999

In other cases, you can contact Adult Social Care on 01709 822330

## Domestic Abuse

If an incident of domestic abuse is happening now or someone has been injured or is in danger, call 999

Call South Yorkshire Police on 101 (non-emergency)

## Victim Support

Website: www.victimsupport.org.uk
Free support line: 0808 168 9291 (8am-8pm, Mon-Sun)
Out of hours: 0808 168 9111

## Adult Sexual Assault Referral Centre Service

Phone: 0330 2230099
Website: https://hackenthorpelodge.org/

## South Yorkshire Police

Phone 999 (If you are in immediate danger)
Phone 101 (non-emergency)
Report online here

## South Yorkshire Independent Sexual Violence Service

Website: www.syisva.org.uk



# LOCAL AND NATIONAL INFORMATION AND SUPPORT



## Anti-Social Behaviour Reporting

Report ASB to Rotherham Council

## Out of Hours Anti-Social Behaviour and Noise Nuisance

Phone 01709 823140

This service operates between 18:00pm and Midnight, 7 Days a Week (excluding Christmas Eve, Christmas Day, Boxing Day, New Year's Eve and New Years Day)

## Drug and Alcohol Services

Phone 0808 1753981
We Are With You

Rotherham Council Drug, Alcohol and Smoking Support

## Online Safety Support

Click on the links below for information and support with online safety issues

Child Exploitation Online Protection (CEOP)

NSPCC - Keeping children safe online

Online Safety Booklet

## Hate Crime Reporting

South Yorkshire Police - reporting hate crime

Rotherham Council - reporting hate crime

## Mental Health Support

NHS talking Therapies

Rotherham Council Wellbeing help and mental health support




For further information visit the Safer Rotherham Partnership website

www.saferrotherham.org.uk

Follow us on social media for our latest news and updates at:

www.facebook.com/Rotherhamcommunitysafety

www.instagram.com/rmbccommunitysafety

Contact us via email at: community.safety@rotherham.gov.uk

If you would like this information in another language or format, please ask us. You can contact us through our website or by emailing community.safety@rotherham.gov.uk

THE SAFER ROTHERHAM PARTNERSHIP

South Yorkshire FIRE & RESCUE

NHS South Yorkshire Integrated Care Board

National Probation Service

Voluntary Action Rotherham

VS VICTIM SUPPORT

NHS The Rotherham NHS Foundation Trust

SOUTH YORKSHIRE SYMCA MAYORAL COMBINED AUTHORITY

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# SAFER ROTHERHAM PARTNERSHIP







# CONSULTATION OUTCOMES




## Gathering the views of people in Rotherham is an important part of the process of reviewing the SRP priorities

## An extensive programme of community engagement and consultation has taken place throughout 2024/5



THE SAFER ROTHERHAM PARTNERSHIP

www.saferrotherham.org.uk

# Introduction

**Community Safety Partnerships work on the principle that no single agency can address all drivers of crime and antisocial behaviour, and that effective partnership working is vital to ensuring safer communities.**

Under the Crime and Disorder Act 1998, Community Safety Partnerships have a statutory responsibility to formulate and implement a strategy for:

- Reducing crime and disorder in the area (including anti-social and other behaviour adversely affecting the local environment)
- Combating the misuse of drugs, alcohol and other substances
- Reducing re-offending
- Preventing people from becoming involved in serious violence
- Reducing instances of serious violence

The development of the strategy is informed by a strategic assessment which includes an analysis of the levels and patterns of crime and substance misuse in the area and the reason for any changes, alongside the priorities of people living and working in the area.

This document provides an overview of the outcomes of consultation carried out with partners and the public which will help to inform the priorities and actions for the Safer Rotherham Partnership Plan 2025-28.

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| **Online Survey – Equality Analysis** | **Page 3** |
| **Voluntary and community sector focus groups and events** | **Page 4** |
| **Public consultation** | **Page 5** |
| **Consultation with strategic partnership groups** | **Page 6** |
| **Organised Crime Survey** | **Page 8** |
| **Links to other Consultations** | **Page 9** |
| **Lifestyle Survey final report for 2024** | **Page 11** |

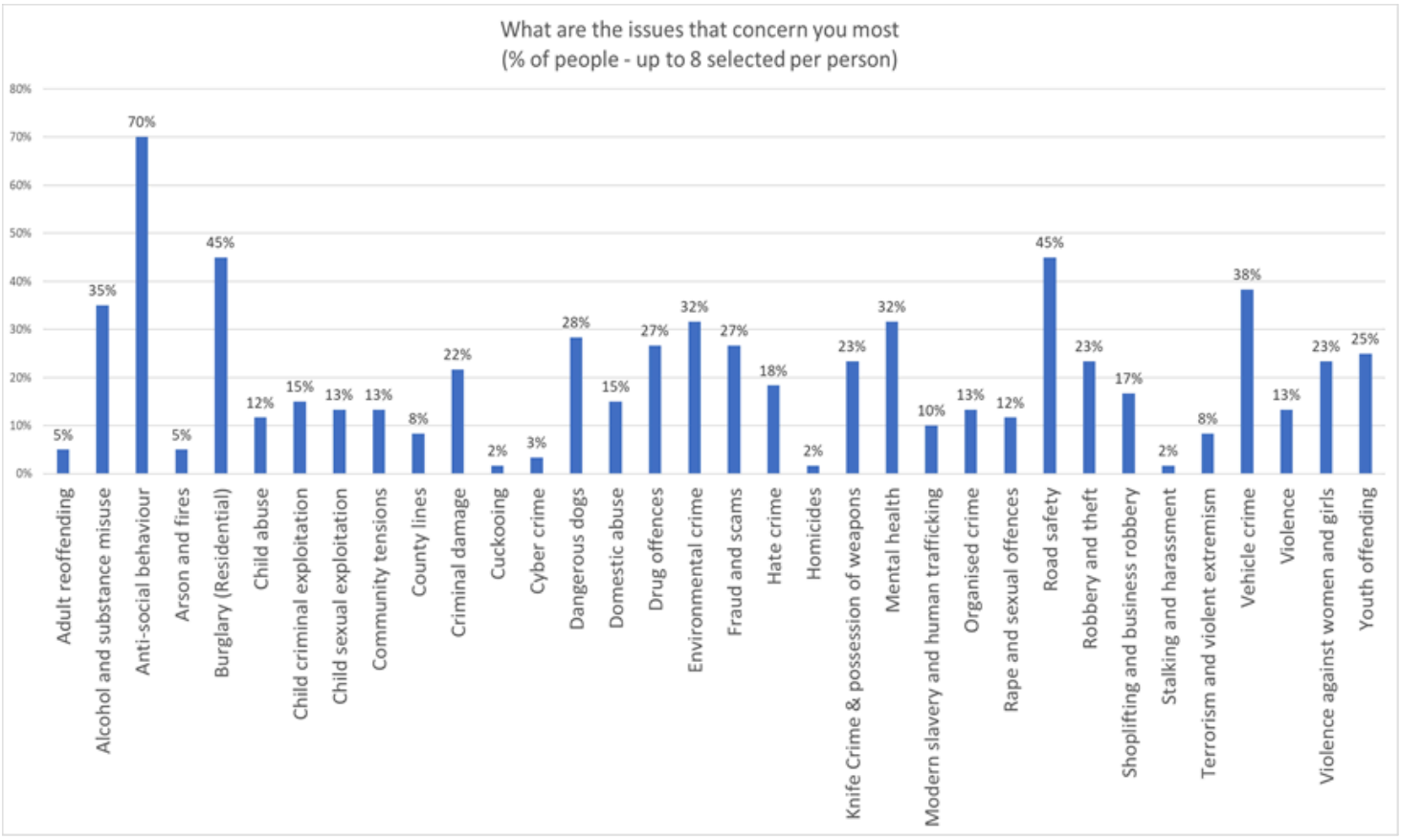
# Online consultation survey analysis

Online consultation took place between 4th September to 14th December 2024. 60 responses were received via the online survey. There were a number of other consultations taking place during the same time period which may have had an impact on the number of responses received.

## Respondents were asked to select issues that concern them the most

**The top three most commonly selected issues were:**

| Anti-social behaviour | Burglary (Residential) | Road Safety |
|---|---|---|

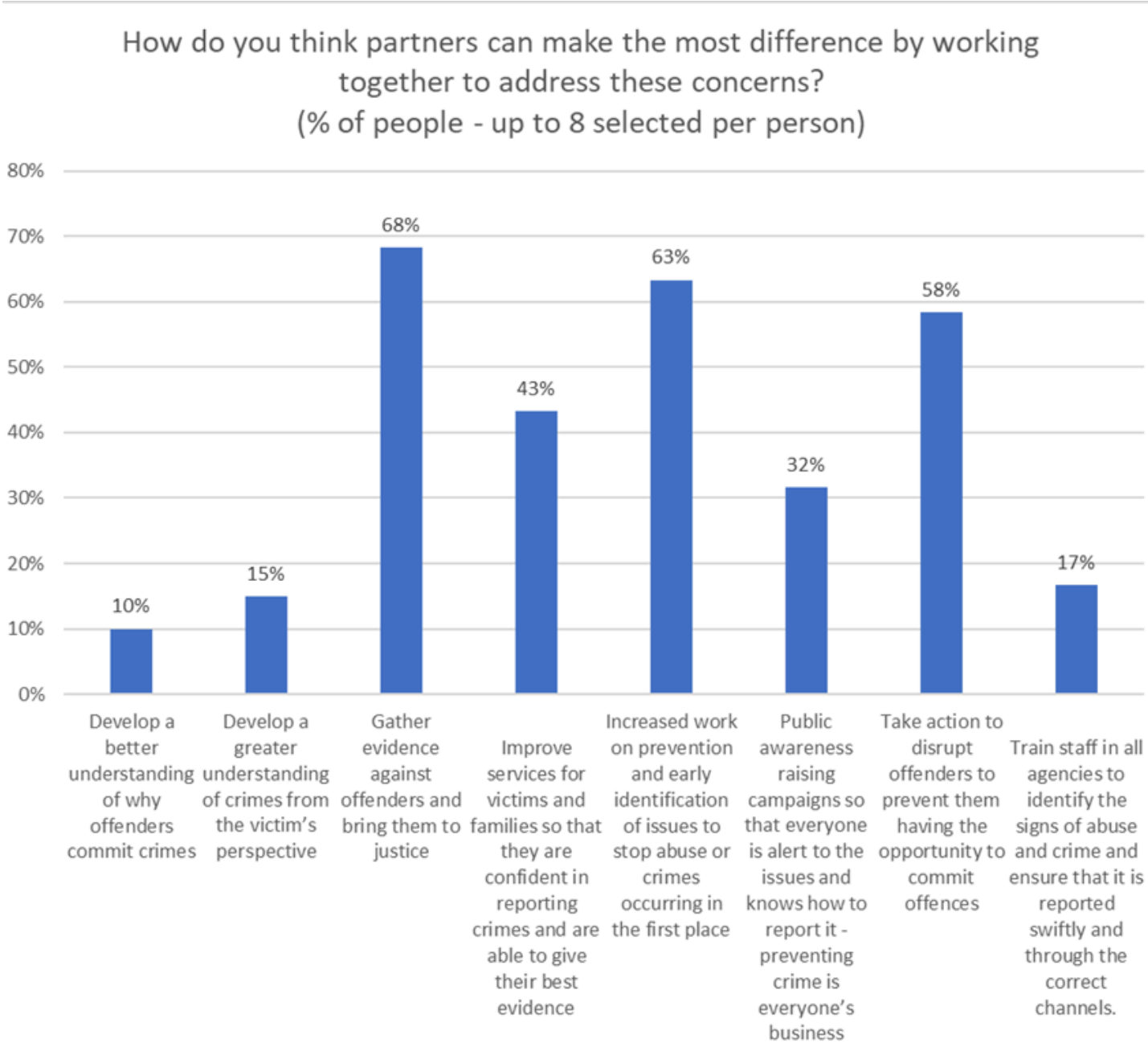


# Online consultation survey analysis

**Respondents were asked how partners can make the most difference by working together to address these concerns**

**The top three most commonly selected responses were:**

| Gather evidence against offenders and bring them to justice. | Increased work on prevention and early identification of issues to stop abuse or crimes occurring in the first place. | Take action to disrupt offenders to prevent them having the opportunity to commit offences |
|---|---|---|

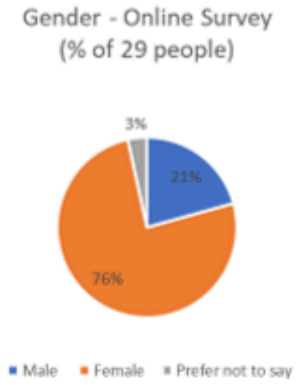


# Online Survey - Equality Analysis

**Gender analysis**

29 respondents agreed to provide additional information.

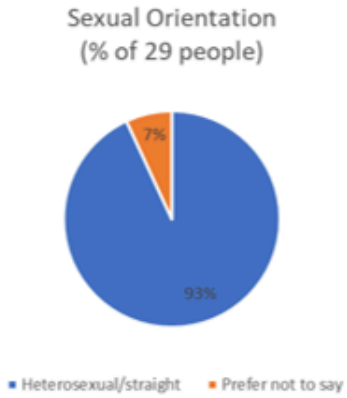
- 76% of respondents were female
- 21% of respondents were male
- 3% of respondents selected prefer not to say




**Sexual orientation anaylsis**

29 respondents agreed to provide additional information.

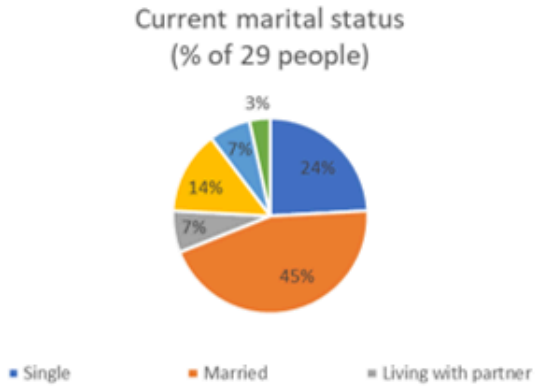
- 93% of respondents were heterosexual/straight
- 7% of respondents selected prefer not to say




**Current marital status anaylsis**

29 respondents agreed to provide additional information.

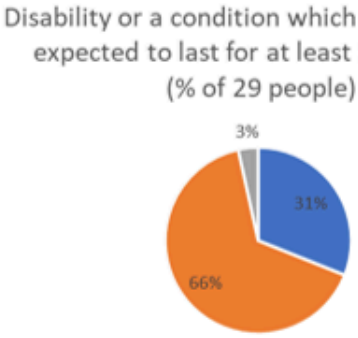
- 45% of respondents married
- 24% of respondents widowed
- 14% of respondents divorced/seperated




**Disability or condition anaylsis**

29 respondents agreed to provide additional information.

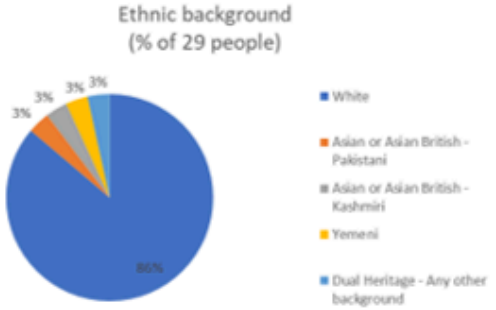
- 66% of respondents selected no
- 31% of respondents selected yes
- 3% of respondents selected prefer not to say




**Ethnic background anaylsis**

29 respondents agreed to provide additional information.

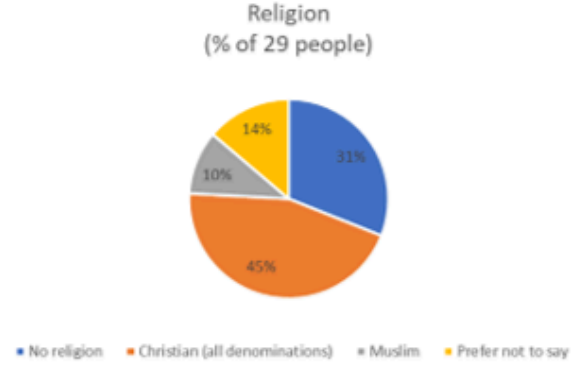
- 86% of respondents selected White
- 3% of respondents selected Asian or Asian British – Pakistani
- 3% of respondents selected Asian or Asian British – Kashmiri
- 3% of respondents selected Yemeni
- 3% of respondents selected Dual Heritage




**Religion anaylsis**

29 respondents agreed to provide additional information.

- 45% of respondents selected Christian
- 31% of respondents selected No Religion
- 14% of respondents selected prefer not to say
- 10% of respondents selected Muslim



# Voluntary and community sector focus groups and events

**Focus groups were held with representatives and members of voluntary and community sector groups and organisations, including "by and for" protected characteristic groups.**

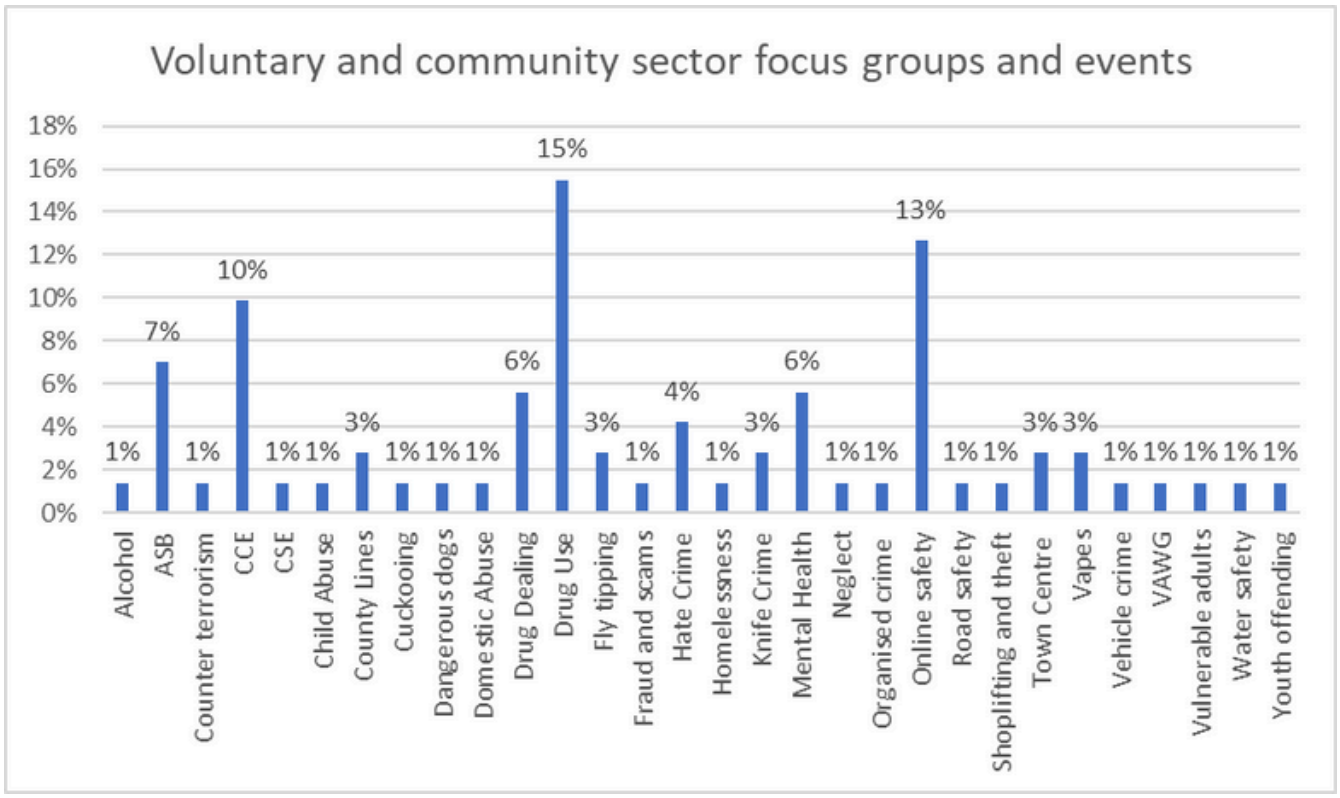
Crime and community safety concerns were spread across a wide range of issues, including drug misuse and drug related crime, online safety, child exploitation and county lines, anti-social behaviour, town centre safety, community cohesion and hate crime, domestic abuse, normalisation of violence in relationships, mental health, neglect driven by poverty, dangers of vaping in young people, fly tipping, and scam work visas affecting migrants.

## The top three key issues raised were:

**Drug use**

**Online safety**

**Child Criminal Exploitation**



# Public Consultation

**Engagement at events was carried out through conversations at stalls whilst giving out community safety related information. These included Rotherham Show, Council Tenants Engagement Event, Crossroads Dementia Conference, GP Protected Learning Time Event, Youth Cabinet and IC Youth Group.**

Again a wide range of issues were raised by members of the public including: anti-social behaviour, burglary, community cohesion and concerns about the recent violent protests, domestic abuse and older people, drug dealing/county lines, fly tipping, hate crime, knife crime, modern slavery, online safety, organised crime, road safety, scams/exploitation of vulnerable adults, town centre safety, risks of vaping to young people, vehicle crime and youth offending.

**Some of the issues raised were:**

- Anti Social Behaviour
- Burglary
- Community Cohesion
- Domestic Abuse
- Drug dealing and County Lines
- Fly tipping
- Online safety
- Road safety
- Organised Crime

# Consultation with strategic partnership groups

**Consultation was carried out as part of interactive sessions during meetings, where meeting members were asked the question "What, in your view, are the top crime and community safety risks and threats for Rotherham?"**

Written and verbal comments were collected and the number of participants who identified a specific issue was collated. The results showed that a wide a range of crime/community safety related issues were identified (illustrated in the chart below), however the most frequent issues identified were anti-social behaviour, domestic abuse, substance misuse (drugs and alcohol), drug dealing, child exploitation, and mental health.

**The most frequent issues raised were:**






# Consultation with strategic partnership groups

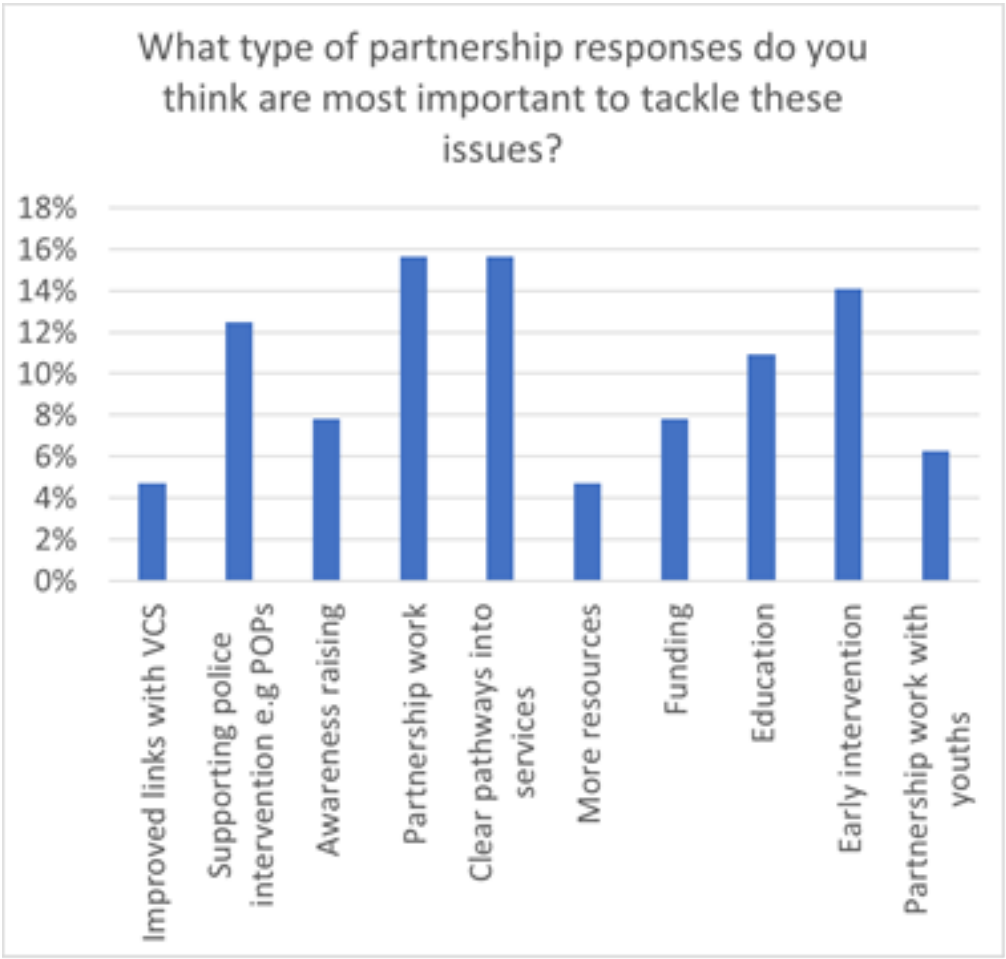
**Recommendations about key actions required** included training and awareness raising across a range of issues, more resources and supporting police interventions, clear pathways into services, early intervention, improved links with the voluntary and community sector, partnership work including youths and funding.

**The top three most commonly selected responses were:**

**Partnership Work**

**Clear pathways into services**

**Early intervention**



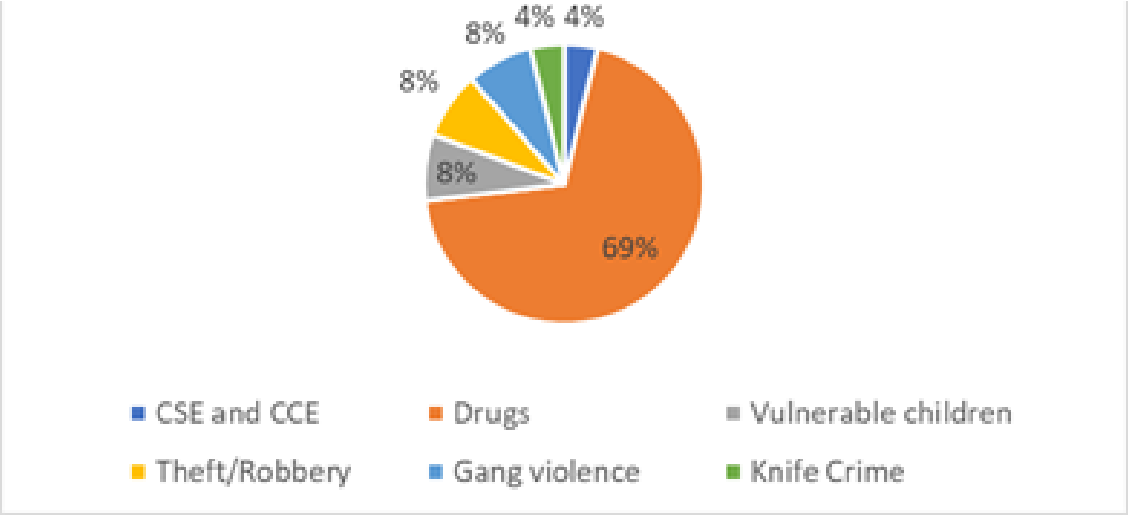
# Organised Crime Survey

A survey was carried out with members of the public at various events by the Organised Crime Partnership Co-ordinator.

**Respondents were asked 'What type of Organised Crime impacts you or your community?'**

**The most commonly selected responses were:**

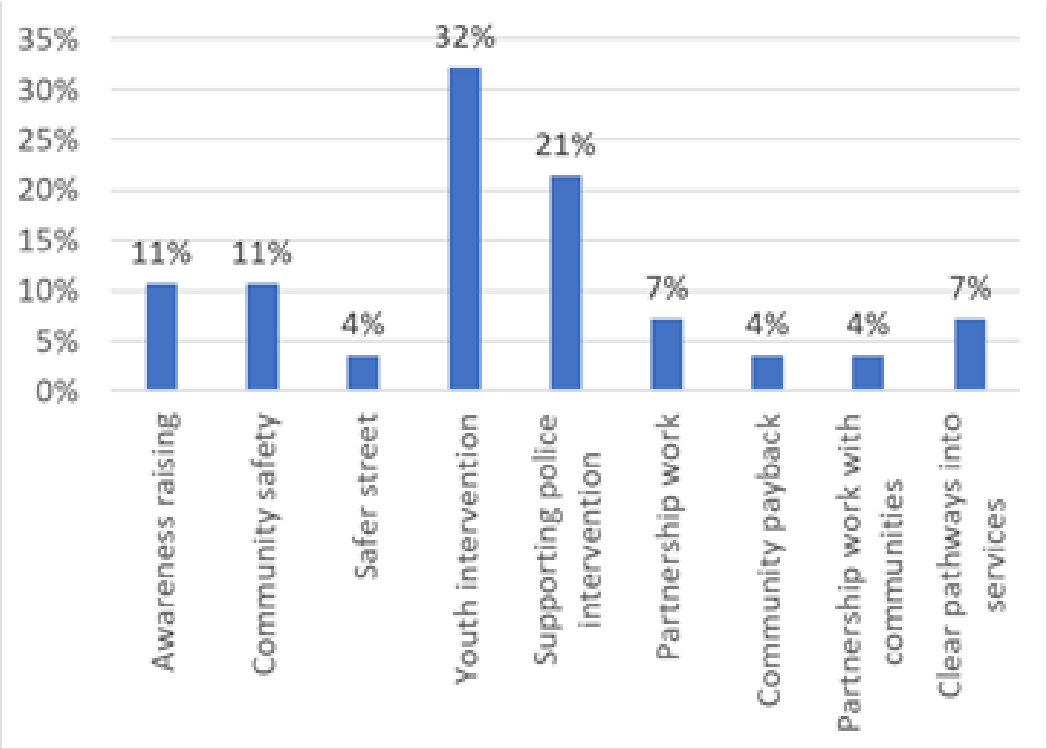
| Drugs | Gang violence | Theft/Robbery | Vulnerable Children |
|---|---|---|---|




**Respondents were asked**
**'How do you feel the Safer Rotherham Partnership could tackle organised crime together?'**

**The most commonly selected responses were:**

| Youth intervention | Supporting police intervention | Awareness raising | Community safety |
|---|---|---|---|



# Links to other Consultations

**The Council were developing several new plans and strategies during the same time period and extensive consultation and community engagement with a diverse range of community of place and community of interest groups has taken place.**

Consultation for the SRP priorities has been linked with these consultations to gather general community safety related views from people in Rotherham.

**Council Plan consultation** - headlines identified two community safety priorities:

**Anti Social Behaviour**



**Feeling Safer**



**Ward Plan priorities -** the following community concerns featured in nearly all Ward plans and were overwhelmingly the main community safety issues identified:

**Anti Social Behaviour**



**Road safety**



**Housing Strategy consultation –** the consultation survey analysis identified anti-social behaviour as an issue for residents.

**Anti Social Behaviour**



**Rural crime engagement carried out by the SYP Motorcycle and Rural Crime Team -** the key concerns were fly tipping on farmland, along with Quads and bikes damaging fences and hedges to get onto land to ride, hunt for wild animals with dogs, or steal from isolated buildings and locations. Rotherham South was highlighted as the most affected area out from Maltby to Harthill.

**Fly tipping**



**Quads/Off road bikes**



# Links to other Consultations



**South Yorkshire Community Foundation - Outcomes of Vital Signs research and consultation 2024**
South Yorkshire Community Foundation have reported on the outcome of their "Vital signs" consultation conducted in 2024. Community Safety came out as the top concern of South Yorkshire residents (27.1% identified it as their top concern for action).

**57.5% - Believe that too little is done to address the causes of crime in their local area.**

**35.9% - Have experienced harassment, discrimination, or other forms of antisocial behaviour.**

**31.6% - Don't feel safe in their local area, both in public and in their home.**

**45.7% - Think that the situation is OK, but could be improved.**

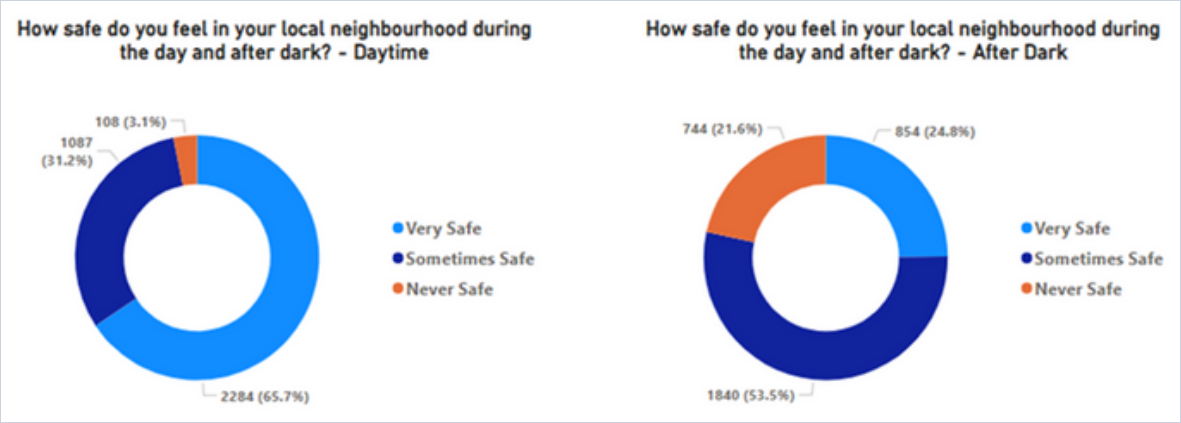
**40.4% - Think that action should be taken immediately or as soon as possible.**

## Perceptions of safety in the community

- 2,284 students (65.7%) feel very safe during the daytime
- 1,087 (31.2%) feel safe sometimes
- 108 (3.1%) never feel safe during the daytime.
- 1,840 (53.5%) feel safe sometimes after dark
- 854 (21.6%) feel very safe after dark
- 744 (24.8%) never feel safe after dark

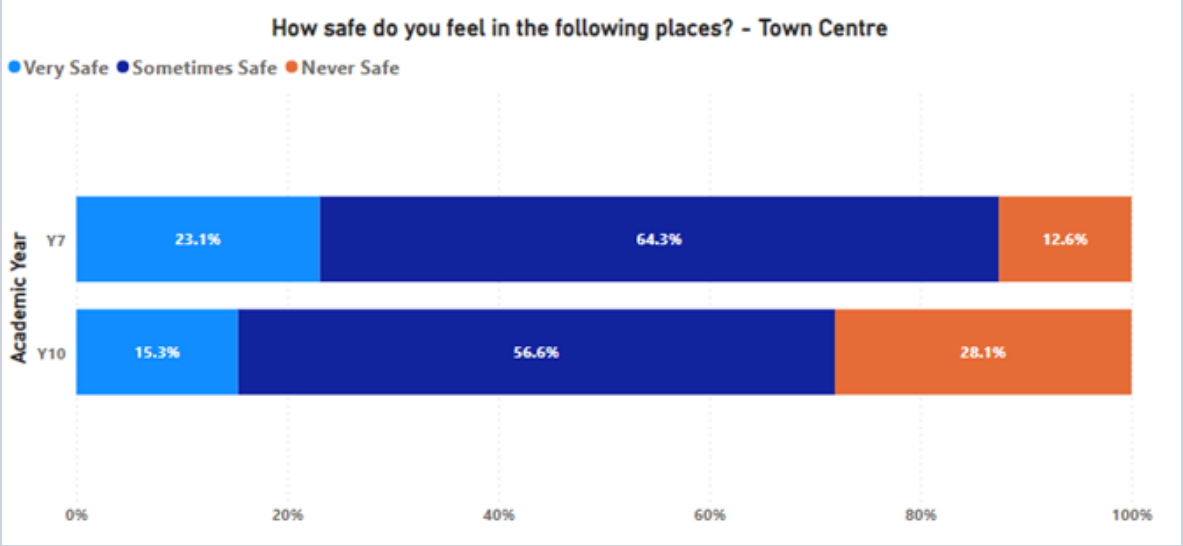
Year 7 students were more likely to report feeling very safe during the daytime (69%) and after dark (26.6%) than year 10 students (61.5% and 22.8% respectively).

There have been no significant changes in how safe students feel during the daytime or after dark since the current question was introduced in 2022.



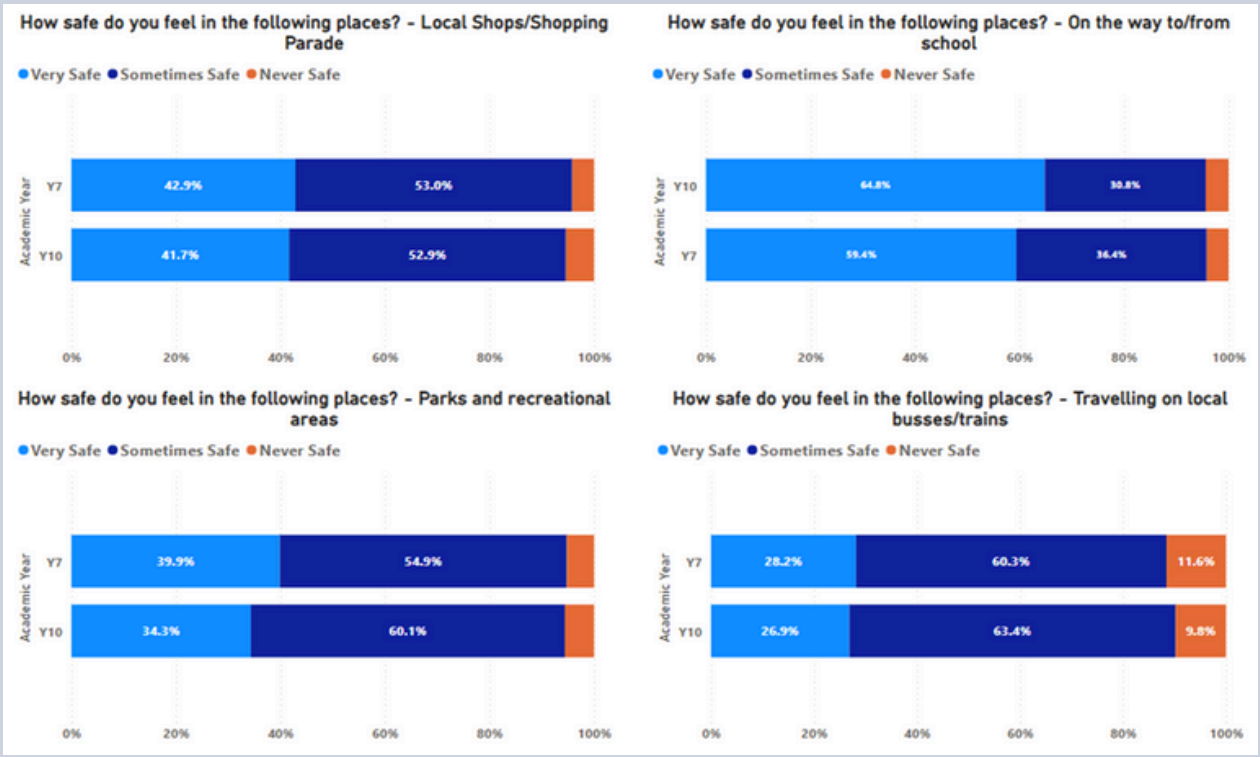

**Students were asked how safe they feel in the town centre, local shops, parks and recreational areas, travelling on local buses/trains, and on the way to/from school.**

- 52.3% of year 7 respondents, and 53.5% of year 10 respondents feel safe sometimes
- 20.9% of year 7 respondents and 14.5% of year 10 respondents feel very safe
- 11.4% of year 7 respondents and 26.6% of year 10 students never feel safe.

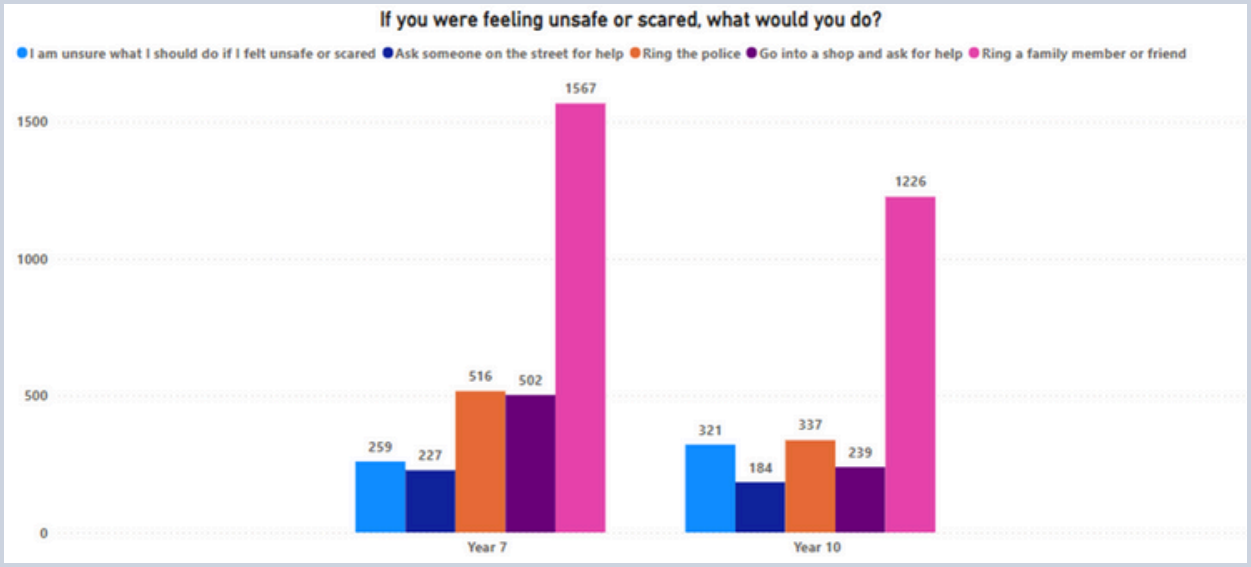


## Perceptions of safety in the community

Students generally feel sometimes safe or very safe in all areas across town, however, they were more likely to experience feeling unsafe on local buses and trains. Please note, students should have been asked whether they 'worry about being hurt by someone with a knife', however, due to a system error the question was not provided to students and no data is available for this year.

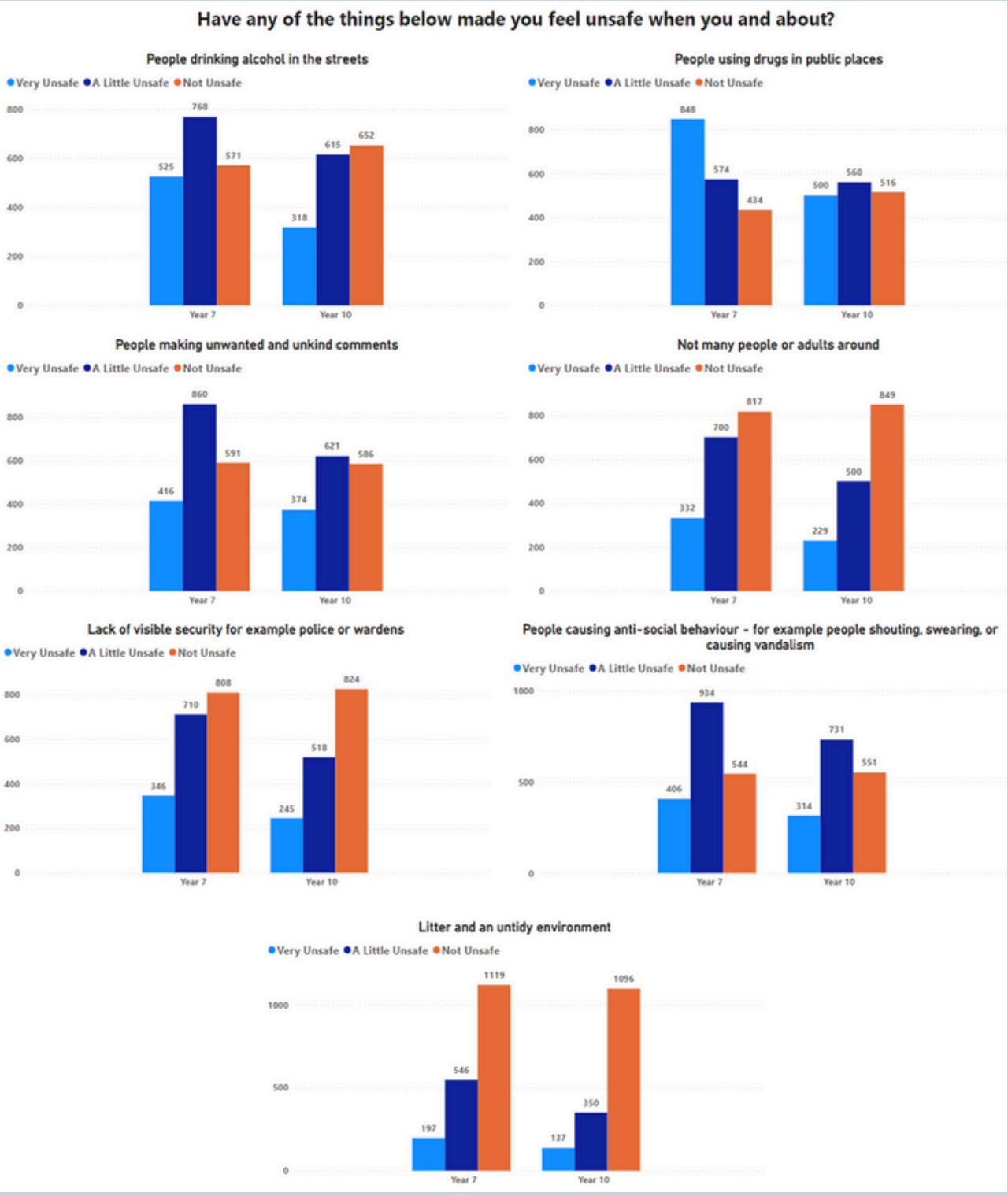



When students were asked what they would do if they felt unsafe, a large proportion would ring a family member or friend (45% year 7 students and 35% year 10 students).



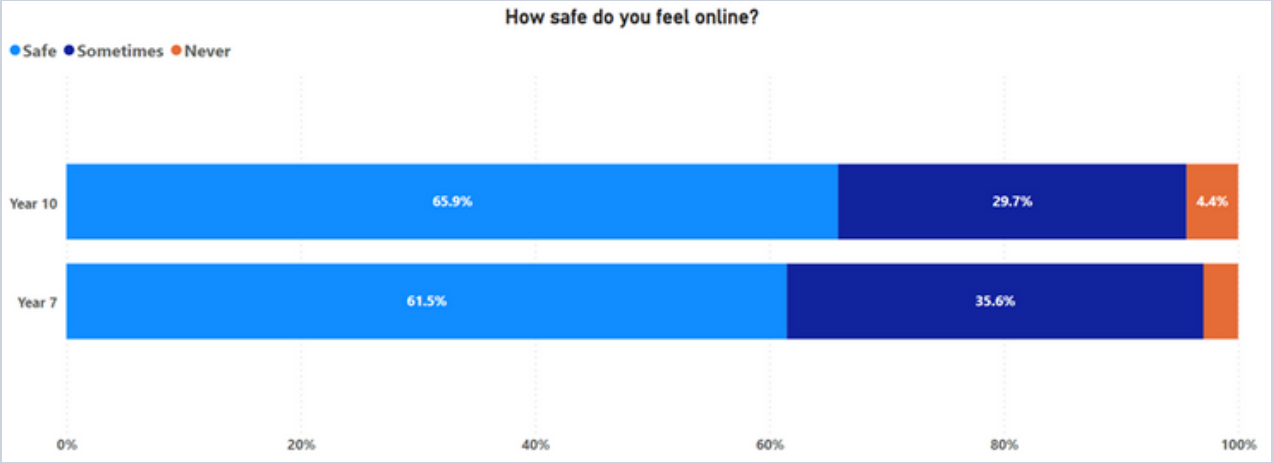
# Perceptions of safety in the community

Students were asked what things made them feel unsafe when out and about and most reported feeling unsafe when people were using drugs in public places, drinking alcohol on the streets, or making unwanted and unkind comments.

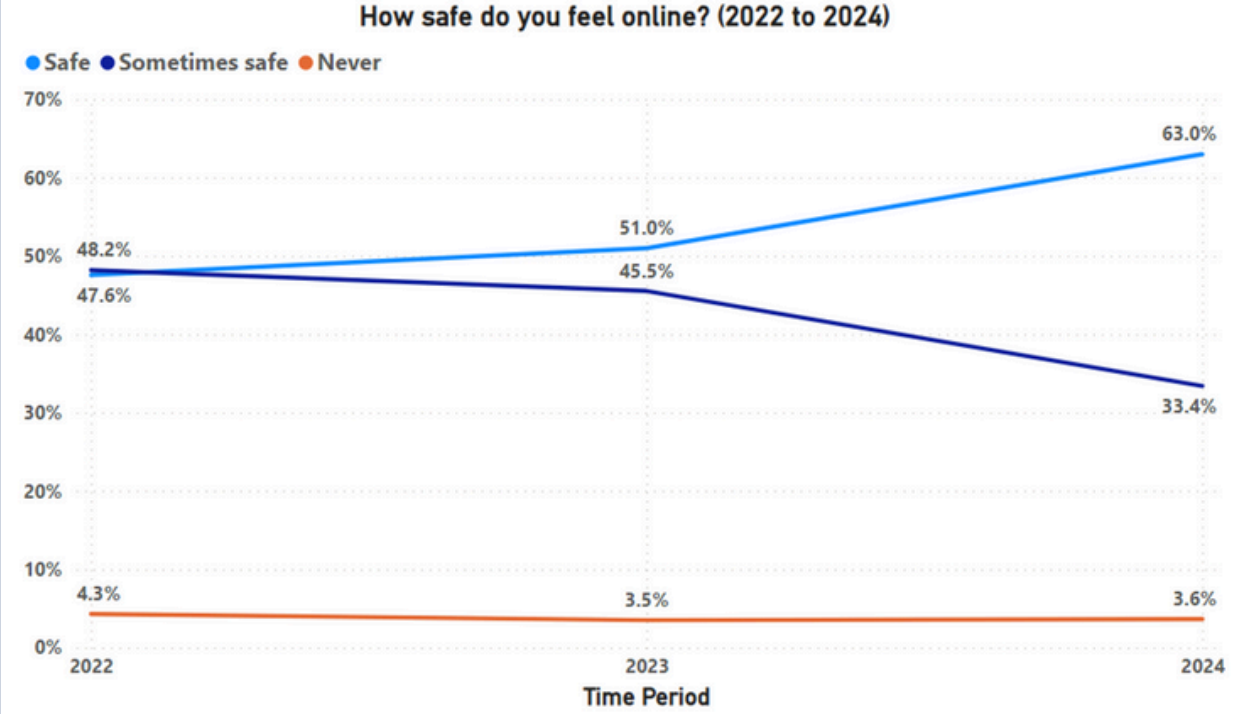


## Perceptions of safety online

Students were asked how safe they feel online. Overall, 66.7% of respondents feel safe online, 35.4% feel 'sometimes safe', and 3.9% feel 'never safe'.

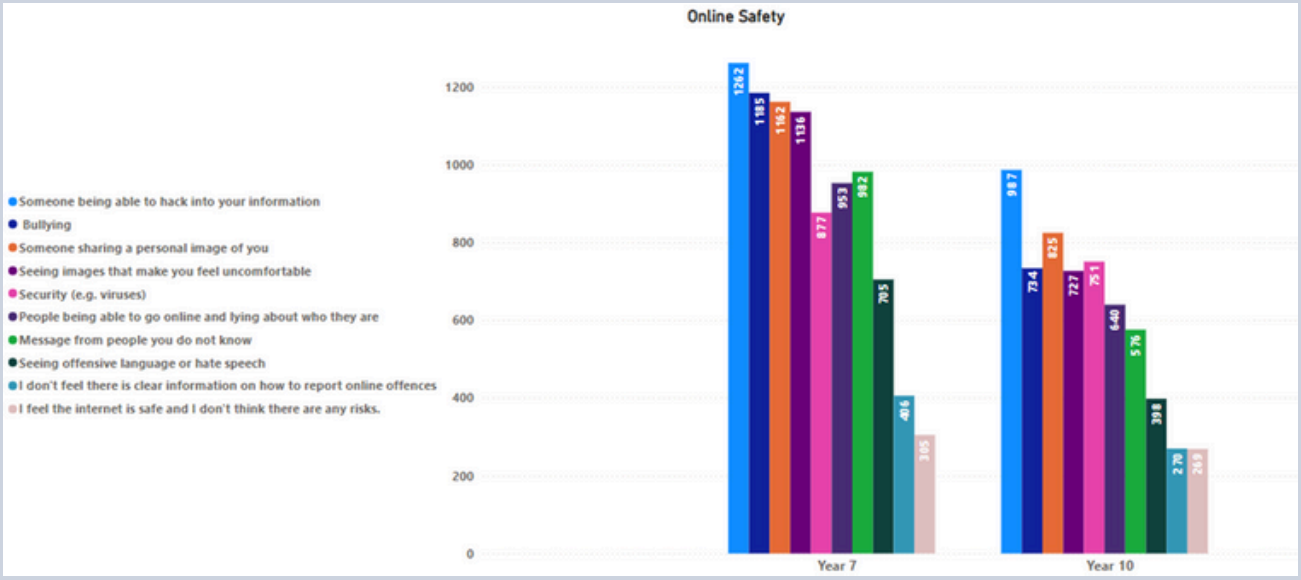



There has been a significant increase in the proportion of students reporting they feel safe online, from 47.6% in 2022 to 63% in 2024.



## Perceptions of safety online

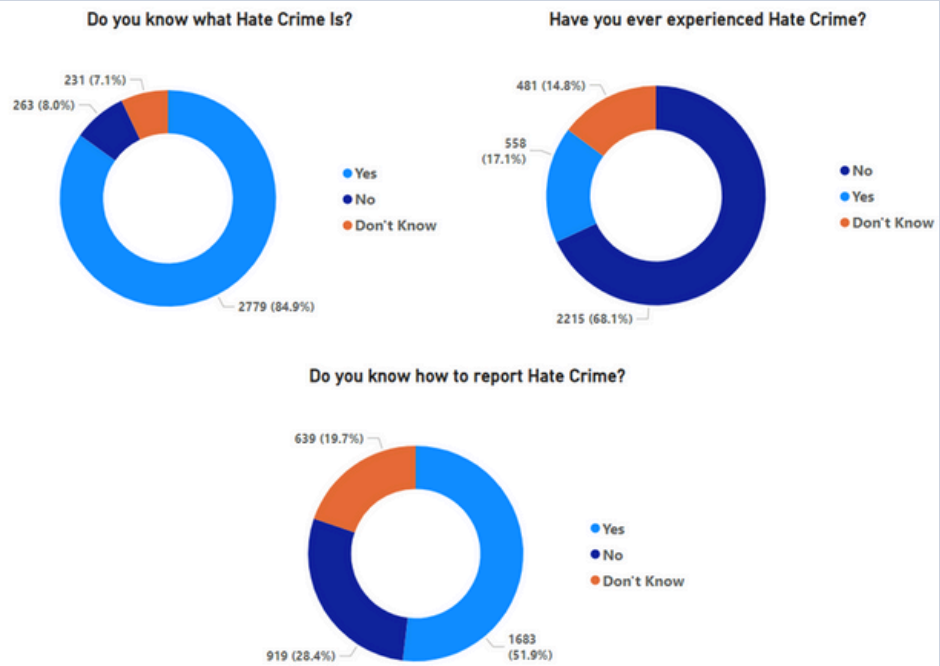
The main reason students reported feeling unsafe online was due to someone being able to hack information, followed by risk of someone sharing a personal image and cyber bullying. This was the same for both year 7 and year 10 respondents, and risk of hacking and cyber bullying remains the highest proportion as was in 2023, 2022 and 2019.



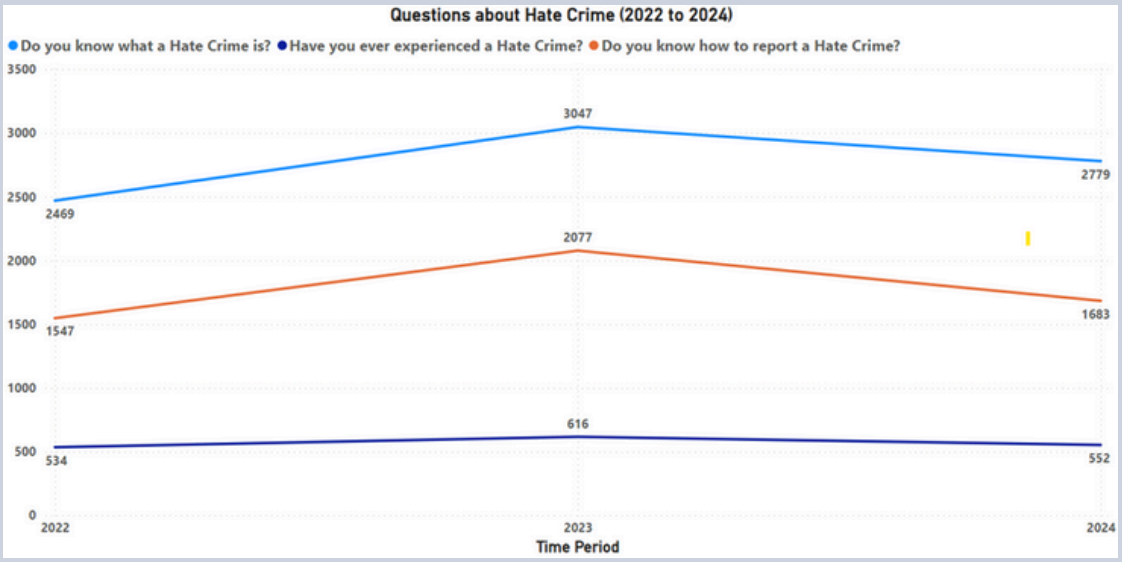
## Hate crime

Students were asked about their knowledge of hate crime:

- 2,779 respondents (84.9%) know what hate crime is
- 494 (15.1%) do not know what hate crime is
- 552 respondents (17.7%) have experienced hate crime, compared with 16.6% in 2023.
- ,683 respondents (51.9%) know how to report hate crime, down from 56.3% in 2023.




Over the previous 3 years there was an 23.4% increase in the number of students aware of what a hate crime is in 2023, however, there was a 10.6% decrease to 2024. A similar trend has been seen with students experiencing hate crime (a 15.4% increase to 2023, and 11.6% decrease to 2024) and the number of students knowing how to report a hate crime (a 34.3% increase to 2023, and a 23.4% decrease to 2024).




Overall, the number of students who know what a hate crime is has increased by 12.4%, while students experiencing hate crime has increased by 0.2% and students knowing how to report a hate crime has increased by 8.8%

## 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: Safer Rotherham Partnership Strategy 2025-28** | |
| **Directorate:**<br>Regeneration and Environment | **Service area:**<br>Community Safety |
| **Lead person:**<br>Carol Adamson/Helen Banerjee | **Contact:**<br>Helen Banerjee |
| Is this a:<br>[x] **Strategy / Policy** [ ] **Service / Function** [ ] **Other**<br><br>**If other, please specify** | |

| **2. Please provide a brief description of what you are screening** |
|---|
| The Safer Rotherham Partnership Strategy sets out the vision and priorities of the partnership and shows how partners will work together to achieve the priorities. |

| **3. Relevance to equality and diversity** |
|---|

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

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

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

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

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

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

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

## 4. Considering the impact on equality and diversity

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

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

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

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

Feeling safe is essential to wellbeing. Crime and the fear of crime can have a significant impact on individuals and whole communities. Crime affects physical and mental health in many ways and experiencing crime can have far reaching psychological consequences. The fear of crime can not only have psychological effects but can reduce health and wellbeing promoting behaviours such as social contact, getting out and about in the community for work or leisure and access to services.

The Safer Rotherham Partnership acknowledges that diverse communities may experience the impact of crime differently and their needs and expectations may also be different. Across England, both offenders and victims of crime are more likely to live in the most deprived areas.

- **Key findings**

When developing and agreeing the final priorities for 2025-28, the Safer Rotherham Partnership will consult widely to take into account the views, needs and expectations of stakeholders, including protected characteristic groups and representative organisations.

- **Actions**

A consultation plan has been developed.

| | |
|---|---|
| Date to scope and plan your Equality Analysis: | July 2024 – January 2025 |
| Date to complete your Equality Analysis: | February 2025 |
| Lead person for your Equality Analysis (Include name and job title): | Helen Banerjee<br>Community Safety Officer |

| **5. Governance, ownership and approval** | | |
|---|---|---|
| Please state here who has approved the actions and outcomes of the screening: | | |
| **Name** | **Job title** | **Date** |
| Carol Adamson | Community Safety Service Manager | 19/07/2024 |

| | | |
|---|---|---|
| Emma Ellis | Head of Service Community Safety and Regulatory Services | 26/07/2024 |
| | | |

## 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** | 19 July 2024 |
| **Report title and date** | **Safer Rotherham Partnership Plan 2025-28** |
| **If relates to a Cabinet, key delegated officer decision, Council, other committee or a significant operational decision – report date and date sent for publication** | |
| **Date screening sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk** | 16 May 2025 |

## 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: Safer Rotherham Partnership Strategy 2025-28** | |
| **Date of Equality Analysis (EA): 03/02/25** | |
| **Directorate:**<br>**Regeneration and Environment** | **Service area:**<br>**Community Safety** |
| **Lead Manager:**<br>**Carol Adamson**<br>**Emma Ellis** | **Contact number:**<br>**07919 302448**<br>**07823 641348** |
| **Is this a:**<br>[x] **Strategy / Policy** [ ] **Service / Function** [ ] **Other**<br><br>**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)** |
| Carol Adamson | RMBC | Community Safety Service Manager |
| Emma Ellis | RMBC | Head of Service, Community Safety and Regulatory Services |
| Helen Banerjee | RMBC | Community Safety Officer |
| Also reported to the Safer Rotherham Partnership Board | | |

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

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

The strategy sets out how the Safer Rotherham Partnership (which is the borough's Community Safety Partnership, set up under the Crime and Disorder Act 1998) will achieve the duties of the responsible authorities to work together to protect local communities and help people feel safer.

The strategy impacts on every individual/community in the borough along with businesses, voluntary and community sector organisations, public bodies and partner agencies.

The strategy demonstrates how strong strategic leadership, planning, performance management and problem solving will result in action plans which aim to deliver long term, sustainable solutions and improved outcomes for the people of Rotherham.

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

The partnership analyst gathered data and information held on South Yorkshire Police systems against identified crime themes and Council/partner data leads also contributed data and information from relevant partner services. This information informed the production of the Joint Strategic Intelligence Assessment documents for the identified crime themes (JSIA).

The Joint Strategic Intelligence Assessment (JSIA) aims to provide the Safer Rotherham Partnership (SRP) with a quantitative evidence base for current and emerging trends of crime and disorder within the Rotherham borough. The JSIA 2023/2024 will inform decisions of the SRP through strategic planning and identifies the medium to long-term threat, harm and risk issues, both apparent and emerging and considers current policing

and partnership activities, but also provides a forecast of likely future developments and the capacity and capability to respond.

Consultation has taken place with communities of interest covering Equality Act protected characteristic groups and geographic communities of interest as well as with the general public and partner stakeholders. This has included stalls at Rotherham Show, Council Tenants Engagement Event, Crossroads Dementia Conference, GP Protected Learning Time Event and within colleges and holding separate focus groups with groups including Youth Cabinet and In Care Youth Group.

Equality information was also gathered as part of the online survey and the outcomes of consultation have been used to confirm the priorities and will inform subsequent action planning and performance measures.

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

No – in addition to the above, outcomes from other consultations taking place at the same time have been considered including the Council Plan, Ward Plans, Housing Strategy Consultation and Rural Crime Engagement.

There are also cross cutting themes for all priorities for Service User Voice and Equality and Inclusion which will include ongoing engagement and discussion with partners and communities to allow for emerging issues to be identified and information to be kept up to date.

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

Each priority within the SRP Strategy has a set of performance indicators that are monitored by strategic theme leads and partnership priority groups – where appropriate this data is disaggregated by protected characteristic.

Action Plans will be developed for each strategic priority and quarterly performance reports will be produced and reported to the Safer Rotherham Partnership Board. The Safer Rotherham Partnership Board will monitor and oversee progress, provide strategic level decision making and constructive challenge.

The commitments and objectives within each strategic priority area and the associated actions plans and performance measures will be reviewed annually and agreed with the Safer Rotherham Partnership Board.

| | |
|---|---|
| **Engagement undertaken with customers. (date and group(s) consulted and key findings)** | The public online survey was open from 4th September 2024 to 14th December 2024. The purpose of the survey was to:<br>• Confirm the proposed overarching priorities for 2025-28 |

| | |
|---|---|
| | • Identify the types of partnership responses that are most important to stakeholders under each priority to inform action planning<br>• Identify any important community safety issues not addressed by the proposed priorities<br><br>The survey was available on social media and was also circulated to partners and voluntary and community sector groups. Community Safety attended a number of events and completed the survey with people in person to engage to community and remove barriers. Alongside the online survey there was an invitation for groups or individuals to feed their views in other ways including focus groups and via e-mail. Detailed outcomes are available.<br><br>A summary is below:<br><br>The online survey identified that the most important issues were:<br>• Anti-social behaviour<br>• Burglary (residential)<br>• Road safety<br>• Violent crime<br>• Alcohol and substance misuse<br><br>The most important actions the public wanted to see were to:<br>• Gather evidence against offenders and bring them to justice.<br>• Increased work on prevention and early identification of issues to stop abuse or crimes occurring in the first place.<br>• Take action to disrupt offenders to prevent them having the opportunity to commit offences<br><br>Alongside online surveys for the general public and consultation with partner strategic leadership boards and employees, we also held a focus group event for Voluntary and Community Sector Groups on 5th November 2024. Attendees included representatives from YWCA Yorkshire, JADE Youth Group, Clifton Learning Partnership, the Rainbow Project, Shiloh and Rush House.<br><br>Engagement at events was carried out through conversations at stalls whilst giving out community safety related information. These included Rotherham Show, Council Tenants Engagement Event, |

| | |
|---|---|
| | Crossroads Dementia Conference, GP Protected Learning Time Event, Youth Cabinet and IC Youth Group.<br><br>In relation to geographic communities, the outcome of Ward Plan consultations which took place in summer 2024 were analysed. Common themes related to community safety included in ward priorities were:<br>• Anti-social behaviour<br>• Road safety<br><br>The consultation was also presented to the Parish Council Network meeting and the online survey promoted. |
| **Engagement undertaken with staff (date and group(s)consulted and key findings)** | Staff from partner organisations provided data and information for the SYP Partnership Analyst from June to September 2024 and were also invited to complete the online consultation survey as above.<br><br>Strategic leaders from across the partnership were consulted via meetings from September 2024 to December 2024. These partners included Cabinet Members, Elected Members and members of the following boards/groups:<br>• Rotherham Together Partnership<br>• Strategic Housing Forum<br>• Safeguarding Adults Board<br>• Health and Wellbeing Board<br>• Cultural Partnership Board<br>• Safeguarding Children Partnership<br>• Business Growth Board<br>• Safer Rotherham Partnership priority groups<br><br>Recommendations about key actions required included training and awareness raising across a range of issues, more resources and supporting police interventions, clear pathways into services, early intervention, improved links with the voluntary and community sector, partnership work including youths and funding.<br><br>Regular reports and approvals were sought from the SRP Board at each stage of the SRP Strategy and priority development from September 2024 to February 2025. Provisional SRP Board Priorities and Structures 2025/28 were presented to the Safer Rotherham Partnership Board in December 2024 and approved. |

**4. The Analysis - of the actual or likely effect of the Policy or Service (**Identify by protected characteristics)

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

The Safer Rotherham Partnership plan meets the needs of different communities and groups by driving action to achieve its key priorities which are fully inclusive of the above protected characteristic groups. The key priorities are:

- Safer Neighbourhoods
- Tackling Violence, Abuse and Exploitation
- Preventing offending – Building resilience

The priorities will directly address needs of different groups and communities in the following ways:

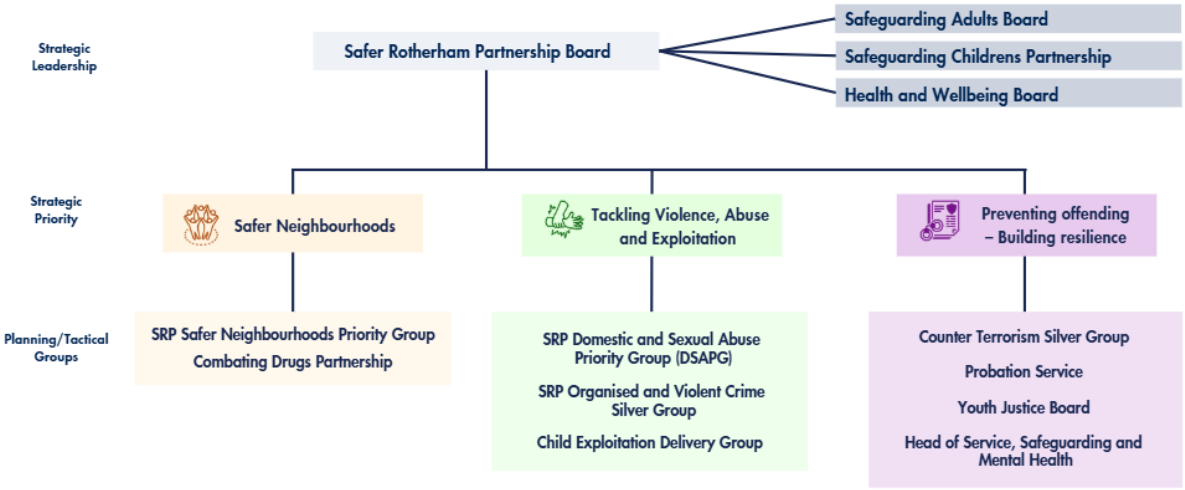
- Safer Neighbourhoods
  - Hate Crime – Focusing on the use of education and engagement to prevent hate crime by tackling the drivers of hate.
  - Problem solving in neighbourhoods – exploring innovative ways to educate partners and the public around online safety and digital technologies, particularly amongst groups with additional vulnerabilities which increase their risk to online crime
  - Anti-social behaviour – addressing perceptions of ASB and promoting community cohesion
- Tackling Violence, Abuse and Exploitation
  - Violence Against Women and Girls – reducing male violence against women and girls focusing on engagement and awareness to improve feelings of safety for women and girls and promote equality
  - Serious Violence - Increasing community awareness and engagement to prevent organised and violent crime through education and outreach and promote cohesion and unity in communities
- Preventing offending – Building resilience
  - Preventing radicalisation – Reducing the risk of terrorism through a partnership approach aimed at combatting discrimination and prejudice and encouraging understanding and acceptance among diverse groups.

There are also cross cutting themes which will be embedded into each priority:

- Online Crime - Plans and actions for each priority area will take into account how online crime impacts on each crime/priority.

- Service User Voice - The voice of service users, including protected characteristic groups, will inform priority setting, action planning and performance management.
- Equality - Access and the impact of actions and services on communities including protected characteristic groups will be monitored.

Each of the priorities is monitored, reviewed and evaluated in their respective planning/tactical groups and there are individual action plans produced. Performance measures are agreed and reviewed annually and updates are provided to the safer Rotherham Partnership Board quarterly.




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

No specific issues have been identified. By addressing the crime and community safety concerns affecting Rotherham's diverse populations, this policy aims to foster equality and strengthen community relations. Through consultations with key stakeholders, including partners, Voluntary and Community Sector Groups, and residents, the policy is designed to enhance community cohesion. Equality is a central theme throughout the strategy, ensuring that no barriers exist for any communities or groups.

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

The SRP Strategy identifies and puts in place actions to protect the most vulnerable people and communities within the Borough. Action plans for each priority will also focus on the cross cutting themes of Service User Voice and Equality and Inclusion and include actions and performance measures to ensure communities are engaged and included. In developing action plans to achieve objectives, barriers identified through the JSIA documents and consultation will be addressed, for example in relation to access to services, access to the criminal justice system and prevention and early intervention support.

| |
|---|
| **What affect will the Policy/Service have on community relations?** (may also need to consider activity which may be perceived as benefiting one group at the expense of another)<br><br>A key priority of the SRP Strategy is Safer Neighbourhoods, which includes problem-solving in local areas and addressing hate crime. Online crime, service user voice, and equality are integral themes across all priority areas.<br><br>The SRP Strategy and its associated action plans aim to tackle the underlying attitudes that foster hate, prejudice, and division within communities. By taking early action to prevent community tensions, the plan seeks to build resilience within communities and among young people, countering harmful influences, especially online hate and extremism. |

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: Safer Rotherham Partnership Strategy 2025-28** |
| **Directorate and service area: Regeneration and Environment, Community Safety and Street Scene** |
| **Lead Manager: Emma Ellis** |
| **Summary of findings:** |
| The Safer Rotherham Partnership Strategy 2025-28 sets out how the Rotherham community safety partnership will work together to protect vulnerable people, help people feel safer and build safer and stronger communities.<br><br>The strategy impacts on every individual/community in the borough along with businesses, voluntary and community sector organisations, public bodies and partner agencies and acknowledges that communities and individuals have different needs and vulnerabilities.<br><br>The strategy demonstrates how strong strategic leadership, planning, performance management and problem solving will result in action plans which aim to deliver long term, sustainable solutions and improved outcomes for the people of Rotherham. |

| Action/Target | State Protected Characteristics as listed below | Target date (MM/YY) |
|---|---|---|

| | | |
|---|---|---|
| Performance information will be monitored on a quarterly basis to ensure actions achieve their intended impacts on communities/protected characteristic groups. Annual reviews of crime data and assessments of changing and emerging risks will be carried out. | All groups as below | Quarterly from 30 June 2025 to 31 March 2028 |

***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 |
|---|---|---|
| Councillor Alam | SRP Board Chair and Cabinet Member for Finance & Community Safety | |
| Andrew Bramidge | Director, Regeneration and Environment | |

## 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** | Safer Rotherham Partnership Strategy 2025-28 |
| **Date report sent for publication** | |

| | |
|---|---|
| **Date Equality Analysis sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk** | 16.05.2025 |

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| Will the decision/proposal impact… | Impact | If an impact or potential impacts are identified: | | | |
|---|---|---|---|---|---|
| | | Describe impacts or potential impacts on emissions from the Council and its contractors. | Describe impact or potential impacts on emissions across the Borough as a whole. | Describe any measures to mitigate emission impacts | Outline any monitoring of emission impacts that will be carried out |
| Emissions from non-domestic buildings? | None | | | | |
| Emissions from transport? | None | | | | |
| Emissions from waste, or the quantity of waste itself? | None | | | | |
| Emissions from housing and domestic buildings? | None | | | | |
| Emissions from construction and/or development? | None | | | | |
| Carbon capture (e.g. through trees)? | None | | | | |

| |
|---|
| Identify any emissions impacts associated with this decision which have not been covered by the above fields:<br><br>None |

| |
|---|
| Will the proposal affect Council services' resilience to climate change, or the capacity of people living in the Borough to adapt to climate change?<br><br>No |

| |
|---|
| Provide a summary of all impacts and mitigation/monitoring measures:<br><br>Previous achievements highlighted within the Safer Rotherham Partnership Strategy have had a positive impact:<br><br>• WalkSafe has promoted active travel by addressing women's and girls' safety.<br>• Safer Streets funding has resolved a tension between perceived community safety and the amenity value of urban trees (sequestering carbon, intercepting rainfall, mitigating the urban heat island effect) in Clifton Park: if the same approach can be applied to protect or restore urban tree canopy cover elsewhere in Rotherham, then there may be far reaching benefits for climate adaptation.<br><br>Future projects may provide continuing environmental benefits from the partnership's activity, along the same lines. |

| Supporting information: | |
|---|---|
| Climate Impact Assessment Author | Helen Banerjee<br>Community Safety Officer<br>Community Safety<br>Regeneration and Environment |
| Please outline any research, data or information used to complete this Climate Impact Assessment. | |
| If quantities of emissions are relevant to and have been used in this form please identify which conversion factors have been used to quantify impacts. | |
| Validation | Tracking Reference: CIA 488<br><br>Arthur King<br>Principal Climate Change Officer |

Public Report
Council Meeting

**Committee Name and Date of Committee Meeting**
Council Meeting – 05 November 2025

**Report Title**
Recommendation from Cabinet - Licensing Act 2003 – Statement of Licensing Policy

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

**Strategic Director Approving Submission of the Report**
Andrew Bramidge, Strategic Director of Regeneration and Environment

**Report Author(s)**
Alan Pogorzelec, Licensing Manager
01709 254955 or alan.pogorzelec@rotherham.gov.uk

**Ward(s) Affected**
Borough-Wide

**Report Summary**
Section 5 of the Licensing Act 2003 requires the Council to publish a Statement of Licensing Policy which sets out the principles it proposes to apply in exercising functions under the Act. The Statement of Licensing Policy must be reviewed and republished at five-year intervals.

The current Statement of Licensing Policy was published in 2020 and therefore is now due for the five-year review. The Policy relates to the regulation of premises where licensable activities such as the sale of alcohol, provision of regulated entertainment and provision of late-night refreshment take place.

Following a period of public and stakeholder consultation, a draft Policy was presented to Cabinet on 15th September 2025. Following consideration of the matter, Cabinet resolved to recommend to full Council that the proposed Licensing Act 2003 Statement of Policy be adopted.

**Recommendations**

That Council adopt the proposed Licensing Act 2003 Statement of Policy.

**List of Appendices Included**

Appendix 1 Proposed Licensing Act 2003 Statement of Licensing Policy 2025
Appendix 2 Equality Analysis – Initial Screening Document
Appendix 3 Equality Analysis (Form B)
Appendix 4 Carbon Impact Assessment

**Background Papers**

Licensing Act Statement of Licensing Policy 2020
Guidance issued under s182 of the Licensing Act 2003

**Consideration by any other Council Committee, Scrutiny or Advisory Panel**
Licensing Committee – 13 May 2025
Cabinet – 14 April 2025
Cabinet – 15th September 2025

**Council Approval Required**
Yes

**Exempt from the Press and Public**
No

**Licensing Act 2003 – Statement of Licensing Policy**

## 1. Background

1.1 As the Licensing Authority under the Licensing Act 2003 (the Act) the Council is responsible for licensing:

- the sale and supply of alcohol.
- regulated entertainment such as live and recorded music, performances of theatre, dance, cinema and indoor sports.
- the sale of hot food and drink between 11 pm and 5 am.

1.2 Under Section 5 of the Act, a licensing authority must prepare a Statement of Licensing Policy which effectively sets out the principles it proposes to apply in exercising functions under the Act. This Statement of Policy must be published at least every five years.

1.3 The Statement of Licensing Policy has a number of key objectives including:

- Providing applicants with a clear, consistent basis for submitting applications and notices in Rotherham.
- Providing a clear, consistent basis for determining licensing applications in Rotherham.
- Ensuring the relevant views of those affected by licensed premises are taken into consideration.
- Ensuring that local area issues are taken into account by licensed premises; and
- Supporting the wider strategies of the Council and the approach to licensed activities and premises across the Borough.

1.4 The Policy relates to the regulation of premises where licensable activities such as the sale of alcohol, provision of regulated entertainment and provision of late-night refreshment take place. The policy does not relate to any other kind of licensing. Some of the comments received during the consultation appear to relate to selective licensing (private sector landlord licensing), any such comments have been included in the report for the reasons given in paragraph 2.8 and have also been passed on to the selective licensing team for their information.

1.5 The current Statement of Licensing Policy was published in 2020, therefore the five-year formal review is now due.

1.6 Licensing officers presented a draft Policy to Cabinet in April 2025 and this Policy had been developed following a period of informal consultation with partner agencies, licence holders and members of the public, along with a review of other policies from across the UK to identify best practice that could be adopted in Rotherham.

1.7 Following Cabinet approval, the draft policy was then the subject of a six-week period of consultation – further details are provided in section 4 of this report.

1.8 All responses to the consultation have been consolidated and reviewed. The significant majority of the responses indicated a general support for the proposals within the Policy, and therefore it was recommended to Cabinet that the draft Policy should be accepted as the final version of the 2025 – 2030 Statement of Licensing Policy.

1.9 Cabinet considered the draft policy at the meeting on 15th September 2025 and resolved to recommend to Council that the proposed Licensing Act 2003 Statement of Licensing Policy be adopted.

1.10 The final proposed Statement of Licensing Policy is attached to this report as Appendix 1; the differences between the current and proposed policy are highlighted in yellow for ease of reference.

## 2. Key Issues

2.1 The Council's Statement of Licensing Policy should strike a balance between the need to encourage a vibrant and dynamic entertainment industry as part of the regeneration of the Borough, whilst ensuring that the Licensing Objectives specified in the Act are sufficiently promoted. The Licensing Objectives are:

- The prevention of crime and disorder,
- The promotion of public safety,
- The protection of children from harm,
- The prevention of public nuisance.

2.2 The way that licensable activities are managed on site can often influence the wider issues that arise through the sale and supply of alcohol or the provision of late-night refreshment. Critically, there are areas of the Statement of Licensing Policy that can direct the way that establishments are managed and operated, including setting standards for training around key priorities through to requirements for security staff and their training and accreditation.

2.3 It is for this reason that the draft Policy includes additional sections relating to specific aspects of the licensed economy. It is expected that the inclusion of these sections within the Policy will encourage applicants and licence holders to adopt best practice and clearly sets out the Council's expectations with regard to the activities that take place at licensed premises.

2.4 It is recognised that many of the principles that were consulted upon are aspirational in nature, and it will be made clear within the Policy that although the Council has certain expectations of licensed premises in the Borough, the principles within the Policy will only be mandated if they are required to prevent one or more of the Licensing Objectives from being undermined.

2.5 Despite the limitations of the Licensing Act and Statement of Licensing Policy, it is nonetheless considered important that the Council provides appropriate best practice guidance and encourages local licence holders to go beyond the minimum that is required with the ultimate aim of ensuring that licensed premises are safe and enjoyable places to be, and that the activities that take place there have minimal negative impact on local communities and the wider environment.

2.6 The Council is mindful that there is a need to encourage and facilitate growth and development within the Borough, and the licensed trade has an obvious role in this. It is therefore important that the Statement of Licensing Policy does not deter appropriate development and investment within the Borough, and the draft Policy is considered to strike the correct balance between encouraging economic growth and minimising any negative impacts on those that may be affected by the activities that are taking place.

2.7 Each of the new proposals were subjected to a period of consultation. This resulted in 74 individual responses all of which have been collated and analysed. Further information regarding the scope and nature of the consultation is provided in section 4 of this report.

2.8 A summary of the proposals is provided below, along with the key findings of the consultation. The report also includes any comments made by respondents as part of the consultation. However, the following should be noted when reviewing these comments:

- All respondents to the consultation questionnaire had the option to provide further comments following the submission of their response. However, not everybody that responded to the survey took the opportunity to make additional comments regarding their response. This means that the number of comments received for each question was less than the overall number of responses.

- Any comments that were made have been included in full to give context to the responses, and in recognition of the fact that respondents have taken the time to submit the comments as part of the consultation. This means however that some of the comments and responses received may not be directly relevant to the subject of this report.

- It is clear that some of the comments relate to selective licensing (private sector landlord licensing.) These comments have been disregarded for the purposes of this particular consultation but have been passed on to the relevant Team for their information.

2.9 <u>Specific policies with regard to the Licensing Objectives:</u>

The current Policy outlines the Council's expectations with regards to the promotion of the Licensing Objectives. The proposed Policy develops this by providing additional information and advice regarding the obligations that licensed premises have with regard to, for example, the prevention of general

crime and disorder, counter terrorism (including Martyn's Law) and safeguarding of children and vulnerable adults.

In addition, the proposed Policy will provide licence holders and applicants with details of good practice which the Council believes will assist licensed premises to further promote the Licensing Objectives. Such good practice includes making adequate provision for the welfare of customers, management of smoking / vaping, minimisation of waste, rehearsal of written contingency plans and enhanced safeguarding practices (such as the appointment of a "safeguarding champion" at the premises).

2.10 86.5% (64) of consultees felt that it would be useful for the Council to provide information like this. In addition, the following comments were made by respondents:

- Keep it simple, stick to the actual licensed responsibilities. Additional guidance / good practice should be down to the individual business.
- Any examples of sharing best practice can only lead to a positive result.
- Any assistance for venues regarding the introduction of Martyn's Law would be very helpful.
- To make our area a safer community.
- The taxpayers should get priority and have a say in what plans are for the area they live in having a good structure in place is always a plus.
- I have been involved in Selective Licensing from the position of a Landlord and have only negative experiences. It is obvious from my experiences that the officers used to enforce the licensing conditions are inadequately trained. On one occasion I was required to fit a device to limit the opening of a window. This window in fact was a fire escape and so the device restricted the fire escape making it unusable.
- The lack of care from residents in my area is shocking. Rubbish is left all over the streets, drink cans/bottles, cigarettes and e cigarettes included.
- You spend too much time worrying about terrorism and not enough on the general public being ignorant.
- Landlords have enough problems. Adding more to them is unfair.
- Anything to make sure safeguarding in place is a good point.
- Also reducing waste, waste collection, fly tipping etc, which blights our communities
- I work for a Housing Association who provide social housing to the over 55s. Our properties are really good quality and I think that everyone should be entitled to good quality housing that is safe. The welfare of tenants should be a priority. We are regulated and I feel that this should extend to private landlords. Particularly when the housing is in more deprived areas where tenants may not know their rights.
- I think this would be beneficial as there is a lot of fly tipping so hopefully this could help.

2.11 Premises specific policies:

The proposed Policy recognises that the expectations / requirements applicable to licensed premises will vary depending on the nature of the premises themselves. For example, requirements for pubs / bars will be different to late night takeaways. The Policy will therefore set out specific areas relevant to each class of premises and make it clear that the Council's expectation is that applicants and licence holders should consider these matters when submitting an application / managing their premises.

2.12 94.6% (70) of respondents said that the Council should provide information that outlines the expectations of specific types of premises. In addition, the following comments were made by respondents:

- Every premises is different.
- Sure seems sensible.
- This would certainly help to provide clarity to individual venues.
- We should have pubs and takeaways for our pleasure and enjoyment without the Council scrutiny this is just another way of policing what we the public do.
- Certainly having a licence will ensure good management of premises.
- Each case should be examined on its own merit and context.
- It's good to be straight forward and clear about what is expected from landlords and tenants. We have a lot of tenants on this street and there's just such disregard for the properties by these tenants.
- As before. If a tenant has nowhere else to live, they should be grateful for what they have been given. If they cannot behave, keep it clean and tidy, it shouldn't be for the landlord to do. People need to take their own responsibility.
- Pubs especially those that back onto residential areas should have noise restrictions on them with regards to music, and time they are allowed to stay open for should be looked at. Where I live there is a pub that regularly plays music until midnight. I personally think that is unacceptable in a residential area where it is surrounded by residential properties.
- We have premises that are used by several people. People also bring cars and mend them outside using it as a garage.
- This will provide clarity of expectations and drive up standards.
- Some rented properties the tenants cannot be bothered how their gardens look and it makes the neighbourhood look unsightly, they should be told it's their responsibility if they own/rent.

2.13 Promoting Equality and Inclusion in Licensed Venues:

It is already a requirement that licensed premises should operate in a manner that does not discriminate against groups / individuals with a particular characteristic. The proposed Policy encourages applicants and licence holders to go further than this to further improve the experiences of all communities within licensed venues. This will include the provision of

inclusive and transparent policies / procedures, accessible venues and regular training for staff on equality and inclusion.

2.14 83.8% (62) of respondents thought that the Council's Licensing Policy should promote equality and inclusivity. In addition, the following comments were made by respondents:

- Why would venues not promote equality and inclusivity?
- It's up to the landlord's discretion who he lets into his premises and who he chooses to serve.
- As a multicultural race people of all nationalities should be included and all should be treated as equals.
- Useless.
- Women are constantly harassed.
- If you own the house. You should be able to choose who you rent it to. It is your house. The tenants just live in it. As the owner of the property you should be able to discount people who you don't want living there.
- Yes, more training on cultures, religions will avoid misunderstandings
- We should always promote equality and inclusivity! Any effort made against discrimination can only be positive.

2.15 <u>Promotion of Environmental Best Practice:</u>

Licensed premises have a significant role in maintaining and promoting a clean and green Borough. The proposed Policy sets out good practice regarding waste minimisation, energy efficiency, reducing road traffic and action on climate change. Simple, practical suggestions on how premises can improve their environmental performance will be detailed in the Policy (for example, the use of online menus and reusable drinking vessels).

2.16 83.8% (62) of respondents said that they thought the Council's Policy should encourage environmental best practice as described above. In addition, the following comments were made by respondents:

- Useful information - businesses should take climate change seriously.
- Every venue should be playing their part to promote environmental sustainability and RMBC should do all they can to support this.
- A licensed premises serves drinks and food not take away drinks in disposable cups and the consumption is done in the premises not on the streets
- It's not only owners of premises it's also customers buying from takeaway then discarding rubbish and cans on the streets. Online menus would stop a lot of waste although not all people are able to go online to order especially the elderly.
- How will this work? When the Council's restrictive practices encourage fly tipping by making it harder and harder to legally dispose of garbage.
- We have one planet: we are destroying it.

- The UK is not a country that causes a lot of harm to the environment in the big picture. Allow people to choose what they want to do for the environment, if anything.
- Yes, anything to reduce waste, as long as these costs are not passed on to customers.
- I live on Duncan Street which is difficult to park because of all the work vans. These block your view when driving up and down the street. Cars go too fast also.
- I agree, but to be honest young people who go to off licences just don't care these days.

2.17 Safety of Women in Licensed Venues:

The Policy will provide advice and guidance on the practical steps that licensed venues can take to keep women safe when using licensed premises. The adoption of good practice will be encouraged, including Ask for Angela, Walksafe (and similar schemes) – along with training for staff and regular testing of procedures to ensure that they are being effectively implemented within the premises.

2.18 87.8% (65) of respondents agreed that the Policy should provide information that is intended to ensure the safety of women whilst they are in licensed premises. In addition, the following comments were made by respondents:

- Important.
- We want everyone in the venue to feel safe and included. It would be helpful to learn if there is any training available to support a Safety of Women Champion.
- If a woman enters a licensed premises she does so on her own no one makes her! If she doesn't like anything then she has the right to leave.
- Absolutely women should feel safe if they choose to drink alone although would it work when they've drank a bit too much and become vulnerable unless you have a policy to stop serving people if you think they've had enough.
- All of the powers needed are already available to the authorities. Just give the police more funding.
- It shouldn't be needed. I'm fed up with having to adapt *my* life because of idiots. If I am equal, let me be equal. Enforce the law. If I have to go to work early and come back late I should feel safe.
- All women and all men should have a right to feel safe.
- Yes anything that reduces VAWG is a positive step in the right direction.
- I feel that the strategies detailed above are practical and should be encouraged as they do work. Women recognise that language and so should premises.
- I cannot believe the world these days how times have changed when I was younger and went into a licensed premise I was ok and didn't feel apprehensive but these days you can't trust anyone.

2.19 Core Hours Policies:

The Policy recognises that premises operating hours can have a significant impact on local residents, the economy and the local area. It therefore sets out a number of core hours that are applicable to each type of licensed premises. The Policy makes it clear that applications for licences outside of the core hours will not necessarily be refused, but that the Council will expect applicants to provide more detail on the steps they will take to minimise the impact on the local area outside of the core hours specified in the Policy.

2.20 82.4% (61) of respondents thought that the Council's Policy should set out recommended core hours for licensed premises. In addition, the following comments were made by respondents:

- A 'one size fits all' approach is not always possible. Case by case scenarios should always be considered.
- The landlord cannot be responsible for anyone who has left his premises.
- I think venues where people hire for parties should be able to stay open a little longer but stick to recommended licensing hours if pubs are open all day although reducing anti-social behaviour through drink is always going to be hard.
- What does it have to do with the Council?
- Context.
- Absolutely. People should have the right to a peaceful life.
- Especially when the pubs are surrounded by residential housing. I believe 11.30pm is not too late and music to finish at 11.15pm.
- To be honest I think specific hours should not be changed no licenses after 11pm there is no need.

2.21 Clarification of Roles, Responsibilities and Guidance:

The Policy will set out the responsibilities of licence holders, applicants, the Council and partners. It will also provide guidance to members of the public, so that they feel confident raising concerns relating to licensed premises and are aware of the opportunities within (and importantly, the limitations of) the Licensing Act 2003 when it comes to addressing concerns with regard to licensed premises.

2.22 97.3% (72) of respondents said that it would be helpful if the roles and responsibilities of various parties were made clear. In addition, the following comments were made by respondents:

- Difficult to know what to do sometimes.
- It's everyone's right to complain if an incident occurs.
- If a guideline is put in place people would be able to voice concerns and people would know who to contact should they wish to complain.
- What does it have to do with licensing?
- Is it not already!?

- Yes, less arbitrary or flowery wording. More straightforward information.
- Clear policies mean less excuses.
- It would be helpful if homeowners had a person of contact if issues arise regarding problem tenants anti-social behaviour. We have anti-social motor bike riding up and down the street. It would be good to be able to report it to someone other than the police.
- Clarity is key.

2.23 Large Events:

The Policy will include specific guidance for large events taking place at outdoor venues, sports stadia, arenas etc with a capacity of more than 2,000 persons. The Policy will strongly encourage involvement with those with an interest in large events in the Borough (for example, through attendance at Rotherham Safety Advisory Group). The Policy will recognise the benefits of large events, but clarify the expectation that applicants and licence holders will give additional consideration to security, counter terrorism, safeguarding, traffic management, welfare facilities etc.

2.24 89.2% (66) of respondents said that it would be helpful for the Council's Policy to include information relevant to large events. In addition, the following comments were made by respondents:

- Potential for big problems if events aren't run properly.
- The introduction of Martyn's Law means that venues hosting Large Events are going to need additional support.
- Prior notice is always advantageous.
- Yes, definitely people safety is important and anyone who applies for a license should be made to go on safeguarding courses as part of the license.
- There is already a body of experts in charge of this!
- Of course it would! Safety should be the biggest priority. For all, not just selected areas of the community.
- Anything to prevent mass casualties, injuries at large sporting events would be beneficial.
- I think the Council should give the option either to have Selective Licencing or the Council should manage the property and deduct monthly fee from the rent.
- Thanks, I would attend the opening of an envelope in Rotherham Town Centre and Clifton Park. I always support events in Rotherham and it's made more enjoyable when these events are safe and easy to access.
- I think people should be made aware of large parties, so they are aware and can make alternative arrangements if needed.

2.25 Responses were also received from South Yorkshire Police, the Council's Community Safety and Protection teams and Trading Standards. All of the responses were in support of the proposed changes to the Policy and welcomed the amendments.

2.26 Although some respondents have made negative comments regarding the proposals, it is clear from the consultation responses that the vast majority of respondents are supportive of the new measures, including three responsible authorities. It was therefore recommended to Cabinet that the Policy as consulted on would be approved and a recommendation made to full Council that the proposed policy be adopted at the earliest opportunity.

2.27 The final proposed version of the Policy is attached to this report as Appendix 1 – the changes are primarily included within Appendices F to H of the policy, but all proposed amendments have been highlighted in yellow to facilitate a comparison between the current and final proposed policy.

## 3. Options considered and recommended proposal

3.1 Option 1

The proposed Statement of Licensing Policy (as shown in Appendix 1) is approved by Council for formal adoption at the earliest opportunity.

This option is the preferred and recommended option as the key changes within the proposed Policy have been consulted upon and are supported by the vast majority of those that responded to the consultation.

3.2 Option 2

Council could make further amendments to the proposed Statement of Licensing Policy and then resolve that the amended policy is adopted.

This option is not recommended as the amendments made by Council will not have been consulted upon.

3.3 Option 3

Council may choose not to approve the proposed Statement of Licensing Policy and instead resolve that the current version of the Policy is re-adopted without any of the proposed amendments being included.

This option is not recommended as the proposed Policy contains a number of measures that are considered to promote the licensing objectives and the general wellbeing of the communities within Rotherham (including the economic wellbeing of the licensed community).

## 4. Consultation on proposal

4.1 Before determining its Policy, the licensing authority must consult the persons listed in section 5(3) of the 2003 Act – this is a statutory requirement. The persons listed in section 5(3) of the Act are:

- the chief officer of police for the area.
- the fire and rescue authority for the area.

- each local authority's Director of Public Health in England (DPH) for an area any part of which is in the licensing authority's area.
- persons/bodies representative of local premises licence holders.
- persons/bodies representative of local club premises certificate holders.
- persons/bodies representative of local personal licence holders; and
- persons/bodies representative of businesses and residents in its area.

4.2 The above is considered to be the minimum level of consultation that is carried out, and Licensing authorities are encouraged to consult more widely during the development of their policy.

4.3 Following the Cabinet meeting in April 2025, the Licensing Service formally consulted with the persons listed in section 5(3) of the Act along with the following individuals and organisations:

- Members of the Licensing Committee.
- Members of the public via online consultation.
- Approximately 1,700 licence holders via email and directed mailing (where email addresses were not available).
- Andy's Man Club (national).
- Barnsley and Rotherham Chamber of Commerce.
- Rotherham Investment and Development Office.
- Rotherham Equalities Community Reference Group.
- Rotherham Young Inspectors.
- Rotherham Youth Cabinet.
- Different but Equal Board.
- Voluntary Action Rotherham.
- RMBC Community Safety Team.
- RMBC CCTV Team.
- South Yorkshire Violence Reduction Unit.

4.4 The consultation was carried out over a six-week period, commencing in May 2025 and concluding in July 2025.

4.5 A total of 74 responses were received, all of these have been collated and analysed and have informed the development of the final policy statement which is attached to this report as Appendix 1.

4.6 The principal findings of the consultation are outlined in section 2 of this report.

## 5. Timetable and Accountability for Implementing this Decision

5.1 Subject to Council approval, the Policy will be adopted and become effective as soon as possible.

5.2 The Statement of Policy will then fall due for a further formal review in 2030.

## 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 The development of this Policy is part of the statutory duty of a Licensing Authority. The costs associated with its development and the consultation undertaken, have been met within the existing budget and should be covered by fees paid by licence holders. Under the Licensing Act 2003, the fees a Licensing Authority can charge are set by Central Government and not at a local level.

## 7. Legal Advice and Implications

7.1 Section 5(1) of the Licensing Act 2003 [the Act] requires a licensing authority to determine its Licensing Policy with respect to the exercise of its licensing functions and to publish this before the beginning of each five-year period.

7.2 The Licensing Policy must be published before the licensing authority carries out any function in respect of individual applications and notices made under the terms of the Act. During the five-year period, the Policy must be kept under review.

7.3 The Licensing Authority must consult with those persons listed in Section 5(3) of the Act in relation to a proposed statement of Licensing Policy, as set out at Paragraph 4.1 of this report.

7.4 The Council must have regard to the Statutory Guidance issued under Section 182 of the Act, Part 14 relates to Statements of Licensing Policy. Paragraph 14.6 makes it clear that subject to any statutory requirements, the extent of the consultation process is a matter for each Local Authority. The Act does not set out a minimum consultation period in respect of the proposed statement of Licensing Policy.

7.5 The Guidance makes it clear that Local Authorities should always consider a full consultation, as a limited consultation may not allow all persons sufficient opportunity to comment on and influence local policy, which in turn then leaves the Council open to legal challenge.

7.6 The Council must have regard to all relevant legislation and statutory guidance in order to ensure that the consultation process is conducted in accordance with any legal requirements and full consideration must be given as to the length of the consultation to minimise the risk of legal challenge.

7.7 A consultation of 6 weeks has been undertaken in respect of the proposed policy and a total of 74 responses received.

7.8 A failure to publish the Statement of Policy in accordance with the legislation leaves the Council open to the risk of judicial review but also to challenge around any decisions that are made in accordance with an outdated policy.

## 8. Human Resources Advice and Implications

8.1 There are no direct HR implications arising from this report

## 9. Implications for Children and Young People and Vulnerable Adults

9.1 It is appreciated that it would not be possible for licensing policy statements to anticipate every issue of concern that could arise in respect of children, in relation to individual premises and therefore the individual merits of each application should be considered in each case.

9.2 However, the protection of children from harm is one of the Licensing Objectives and the draft Policy sets out a series of actions that can be taken by licence holders, to ensure that this is promoted within premises that they are responsible for. This may include limiting the access of children to any premises where this is appropriate for the prevention of physical, moral or psychological harm, but could also include a range of other alternatives such as the introduction of good safeguarding practice.

9.3 The draft Policy also includes reference to model conditions that may be used to promote the protection of children from harm.

## 10. Equalities and Human Rights Advice and Implications

10.1 The Policy makes reference to the steps that licence holders and applicants can take with regard to the promotion of equality and diversity within the venue.

10.2 Section 149 of the Equality Act 2010 imposes a Public Sector Equality Duty (PSED) on the Council and Public Sector Partners. This duty requires the Authority to eliminate discrimination, advance equality of opportunity and foster good relations when exercising any of its functions.

10.3 In accordance with corporate requirements, an Equality Analysis screening assessment has been undertaken. In addition, a significant amount of consultation has taken place during the development of this draft policy and an Equality Analysis is attached as Appendix 3.

10.4 The Human Rights Act 1998 requires UK legislation to be interpreted in a manner consistent with the European Convention on Human Rights. It is unlawful for the Council to act in a way that is incompatible (or fail to act in any way that is compatible) with the rights protected by the Act. Any action undertaken by the Council that could have an effect upon another person's Human Rights must be taken having regard to the principle of proportionality: the need to balance the rights of the individual with the rights of the community as a whole. Any action taken by the Council which affects another's rights must be no more onerous than is necessary in a democratic society. The matter set out in this report must be considered in light of the above obligations.

## 11. Implications for CO2 Emissions and Climate Change

11.1 The Policy encourages licensed premises to have regard for environmental best practice, which if adopted would positively impact on the level of CO2 emissions and contribute to a reduced impact on climate change.

11.2 A Carbon Impact Assessment has been carried out and is attached to this report as Appendix 4.

## 12. Implications for Partners

12.1 The proposed Statement of Licensing Policy does not introduce any negative implications for partners.

12.2 A number of partner agencies were formally consulted during the consultation process, and their contributions taken into consideration during the drafting of the final Policy document.

## 13. Risks and Mitigation

13.1 Failure to publish a Licensing Act Statement of Licensing Policy exposes the Council to legal challenge, as a result of failing to comply with statutory requirements.

13.2 Failure to carry out the required consultation in accordance with the legislation and guidance is also likely to open the Council up to legal challenge.

13.3 In addition, the absence of an up-to-date Policy may lead to inappropriate decisions being made in relation to licence applications.

13.4 In order to mitigate this risk, it is proposed that the Statement of Licensing Policy be introduced as soon as possible (ensuring that all statutory processes are observed).

## 14. Accountable Officers

Alan Pogorzelec, Licensing Manager

Approvals obtained on behalf of Statutory Officers: -

| | **Named Officer** | **Date** |
|---|---|---|
| Chief Executive | John Edwards | 26/08/25 |
| Assistant Director, Financial Services (Deputy S.151 Officer) | Rob Mahon | 20/08/25 |
| Assistant Director of Legal Services (Monitoring Officer) | Phil Horsfield | 18/08/25 |

*Report Author:* *Alan Pogorzelec, Licensing Manager*

*01709 254955 or alan.pogorzelec@rotherham.gov.uk*

Alan Pogorzelec, Licensing Manager
01709 254955 or alan.pogorzelec@rotherham.gov.uk

This report is published on the Council's website.

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Appendix 1

Rotherham Metropolitan Borough Council

# Rotherham Metropolitan Borough Council Licensing Act 2003 Statement of Licensing Policy

## 2025 - 2030

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## 1. Introduction

### 1.1 Purpose

1.1.1 This Statement of Licensing Policy explains how the licensing authority will carry out its role under the Licensing Act 2003, during the next five years. During this period the licensing authority will keep the policy under review and may make revisions to the document following consultation with the bodies outlined below.

1.1.2 It will also:

- be used as a guide by members of the Licensing Authority in their decision making;
- inform applicants about how applications will be viewed and how a licensed premises is likely to be able to operate within the area of the Licensing Authority, albeit that each application will be examined and considered on an individual basis;
- inform residents and businesses about how applications will be viewed and how their needs will be addressed;
- Be used to support decisions made by the Licensing Authority when these decisions are challenged in a court of law.

1.1.3 This Policy is normally in place for five years but will be kept under review during that five year period.

### 1.2 Consultation

1.2.1 In developing this Statement, the Licensing Authority has consulted in accordance with section 5 of the Licensing Act 2003. This has included direct consultation with the following:

- South Yorkshire Police,
- South Yorkshire Fire and Rescue Service,
- The authority's Director of Public Health,
- Local responsible authorities identified under the Licensing Act 2003
- Persons/ bodies representative of local premises licence holders,
- Persons/ bodies representative of local club premise certificate holders,
- Persons/ bodies representative of local personal licence holders,
- Persons/ bodies representative of local business and residents,
- Local Town and Parish Councils,
- Local Ward Councillors,
- Local Members of Parliament,
- Members of the general public.

The views and any comments made by the above individuals / organisation have been considered and taken into account in the development of this policy.



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## 1.3 Licensable Activities

1.3.1 The licensable activities are:

- the sale of alcohol by retail;
- the supply of alcohol by or on behalf of a club, or to the order of, a member of the club;
- the provision of late night refreshment, limited to hot food or hot drink, between 23:00 – 05:00;
- the provision of regulated entertainment.

1.3.2 Regulated entertainment requires a licence when it is performed in front of an audience and includes the following:

- a performance of a play;
- an exhibition of a film;
- an indoor sporting event;
- a boxing or wrestling entertainment (indoors and outdoors);
- a performance of live music (not incidental music, i.e. a piano in a restaurant);
- any playing of recorded music;
- A performance of dance and similar types of musical or dance related entertainment.

1.3.3 There are a number of exemptions listed in Schedule 2 to the Act namely:

- Film exhibitions solely for the purpose of demonstrating any product, advertising goods or services or providing information, education or instruction or forming part of an exhibit for any museum or art gallery.
- Live or recorded music which is incidental to some other activity which is not a licensable activity.
- Receipt and playing of live television programmes.
- Entertainment or entertainment facilities for the purpose of or incidental to religious meetings or services, or at a place of public religious worship.
- Entertainment or entertainment facilities at a garden fete or similar which is not promoted with a view to private gain.
- Morris dancing or similar or live unamplified music which is an integral part of such a performance.
- Entertainment or entertainment facilities on board a vehicle which is moving.
- Hot food or drinks which contain alcohol, or are supplied free of charge, or are supplied by a registered charity or person authorised by a registered charity or supplied on a moving vehicle.
- Hot drinks supplied by a vending machine.

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1.3.4 As a result of deregulatory changes that have amended the 2003 Act, no licence is required for the following activities:

- Plays: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500.

- Dance: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500

- Films: no licence is required for 'not-for-profit' film exhibition held in community premises between 08.00 and 23.00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises; and (b) ensures that each such screening abides by age classification ratings.

- Indoor sporting events: no licence is required for an event between 08.00 and 23.00 on any day, provided that those present do not exceed 1000.
- Boxing or wrestling entertainment: no licence is required for a contest, exhibition or display of Greco-Roman wrestling, or freestyle wrestling between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000.

- Live music: no licence permission is required for:

    - A performance of unamplified live music between 08.00 and 23.00 on any day, on any premises.
    - a performance of amplified live music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
    - A performance of amplified live music between 08.00 and 23.00 on any day, in a workplace that does not have a licence, provided that the audience does not exceed 500.
    - a performance of amplified live music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
    - a performance of amplified live music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school or (iii) the health care provider for the hospital.

- Recorded Music: no licence permission is required for:
    - any playing of recorded music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
    - any playing of recorded music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
    - any playing of recorded music between 08.00 and 23.00 on any day, at the non- residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school proprietor or (iii) the health care provider for the hospital.

- Cross activity exemptions: no licence is required between 08.00 and 23.00 on any day, with no limit on audience size for:
    - Any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;
    - Any entertainment taking place on the hospital premises of the health care provider where the entertainment is provided by or on behalf of the health care provider;
    - Any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
    - Any entertainment (excluding films and a boxing or wrestling entertainment) taking place at a travelling circus, provided that (a) it takes place within a moveable structure that accommodates the audience, and (b) that the travelling circus has not been located on the same site for more than 28 consecutive days.

1.3.5 Where de-regulated activities take place on licensed premises, any licence conditions relating to ‘live’ music or entertainment will be suspended but it is possible to impose new, or reinstate existing, conditions following a review of a premises licence or club premises certificate.

1.3.6 When considering whether an activity constitutes ‘the provision of Regulated Entertainment’, each case will be treated on its own merits.

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1.3.7 There will inevitably be a degree of judgement as to whether a performance is live music or not, so organisers of events are encouraged to contact the Licensing Authority to discuss whether a licence will be required.

1.3.8 It is a criminal offence under section 136 of the 2003 Act to carry on any of the licensable activities listed above other than in accordance with a licence or other authorisation under the 2003 Act. If an unauthorised activity takes place then the Police and local authorities have powers to take action.

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## 2. Fundamental Principles

### 2.1. Background

- This Statement of Licensing Policy is the key document relied upon when delivering the requirements of the Licensing Act 2003. However, all decisions relating to licences will be made on the merits of the individual case, having regard to this policy, including any Cumulative Impact Assessment in place, as part of the decision making process.

- All applications for new premises licences or variations need to be supported by an operating schedule. The schedule must specify (amongst other things) the steps which the applicant proposes to promote each of the licensing objectives. Each of the licensing objectives is of equal importance; therefore it is important that the applicant gives each of the four objectives paramount consideration.

- Where appropriate, copies of the application paperwork must be provided to the agencies identified as responsible authorities under the Licensing Act 2003. Details of these agencies can be found in Appendix E to this policy.

- Any Responsible Authority, or other person, is entitled to make a representation to the Licensing Authority in relation to applications for licenses. Any representation made by these persons must be 'relevant', meaning that the representation must relate to at least one of the licensing objectives and must not be considered frivolous, vexatious or repetitive.

- It is for the Licensing Authority to determine whether a representation, other than those made by a Responsible Authority, is relevant. The Authority's discretion will be engaged in making this decision as to whether the representation is intending to cause annoyance without reasonable cause or displays a lack of sincerity. Representations can be made in support of, or opposition to, an application and may be made by an individual, body or business that has grounds to do so.

- Where there are relevant representations against a license being issued, then a hearing before a licensing sub-committee will follow. After the hearing, the sub-committee must, having regard to the representations, take such steps as it considers necessary to promote the licensing objectives. These may include refusing the application or adding to or modifying conditions proposed in the operating schedule.

- In exercising its discretion, the licensing sub-committee will have regard to (amongst other things) this licensing policy. Therefore, in drawing up their operating schedule, applicants would be well advised to read this policy carefully. Where an operating schedule complies with this policy, it is generally less likely that an interested party or responsible authority will make representations about it. Therefore, compliance with this policy is likely

to assist the applicant to avoid delay and expense of a contested hearing, and the risk of a refusal or the addition of unwanted licence conditions.

- This is not to say that an application which complies with the policy will necessarily be granted or that an application which does not comply with it will necessarily be refused. Where there have been relevant representations, the licensing authority will always consider the merits of the case, and interfere with the operating schedule only when, and to the extent, necessary to promote the licensing objectives. Nor will blanket or standard conditions be applied without regard to the merits of the individual case. For example, the licensing authority can only interfere with an operating schedule which does not comply with this policy, and where the steps proposed are not sufficient to meet the licensing objectives in the individual circumstances of the case.

- In addition to this general policy, the Licensing Authority has developed a series of specific Licensing Objective Policies. These policies will apply to all applications and applicants must be able to demonstrate that they will promote the four licensing objectives.

- The relevant considerations and criteria that the Licensing Authority will take into account are listed within these policies. Each application will be considered on its own merits having regard to this policy and the Secretary of State's Guidance (which may be issued from time to time).

- The Licensing Objective Policies are attached as Appendix F. Operational considerations are attached as Appendix G.

- If a relevant representation is received, the Licensing Authority will apply the principles outlined in Appendix F and Appendix G. These appendices will also be applied to any other appropriate application made under the Act (such as an application to vary or review a licence).

## 2.2. The Licensing Objectives and Responsible Authorities

- Where the licensing authority has discretion to deal with an application for a new licence, variation, transfer or review it will do so on the individual merits of the case and by reference to the four licensing objectives which are:

  - the prevention of crime and disorder;
  - public safety;
  - the prevention of public nuisance and
  - the protection of children from harm.

- Where relevant representations have been made the licensing authority may have no alternative but to refuse an application or to attach further conditions unless adequate proposals for addressing these issues are included in the

operating schedule. The licensing authority will, as far as possible, assist applicants on how best to adequately address these matters (if this is possible) or advise where further advice and information can be obtained. The licensing authority wishes to encourage applicants to submit fully completed applications in order to reduce unnecessary delays and costs associated with returning application forms or the attendance at hearings.

- Various factors need to be considered when addressing licensing objectives and the weight attached to each objective will vary depending on the circumstances. Relevant factors will include the size, facilities, design or state of repair (where this may impact in public safety) of the proposed premises; the type and frequency of entertainment to be provided; the location of the premises and its proximity to such places as offices, schools, religious establishments and residential property; and access to public transport or off street parking (where this may be an issue), although this is not an exhaustive list. Applicants will only be expected to address issues that are in their direct control but encouraged to co-operate with official agencies in establishing precautions for minimising any disturbance etc. caused by patrons away from licensed premises.

- In most cases, where the responsible authorities and interested parties do not raise any representations about the application made to the licensing authority, the licensing authority will grant the licence or certificate subject only to conditions that are consistent with the operating schedule or club operating schedule and any mandatory conditions prescribed by the Act.

- The 2003 Act does not require responsible authorities to make representations about applications for the grant of premises licences or to take any other steps in respect of different licensing processes. However, the licensing authority is able to act in its capacity as a responsible authority when it considers it appropriate to make a representation. Such circumstances may include occasions where other responsible authorities have failed to take action and the licensing authority is aware of relevant grounds to make a representation.

- Each responsible authority has equal standing under the 2003 Act and may act independently without waiting for representations from any other responsible authority.

- Although not specifically identified as responsible authorities under the Licensing Act 2003, the licensing authority will circulate certain applications to local Town and Parish Councils and invite their comments where appropriate. Such applications will include applications for the grant or variation of licences for premises situated within the in the Town / Parish Council area. Furthermore, a weekly update will be sent to all Town and Parish Councils within the borough listing all active applications.

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- The licensing authority has produced a series of guidance notes that are designed to assist applicants in relation to the licensing objectives. The guidance notes are attached to this policy as Appendix D.

2.3. **Balance**

- The licensing authority will also seek to achieve a balance between leisure / entertainment and the needs of residents and other businesses for an acceptable environment and quality of life.

- This Policy will not undermine the right of any individual to apply for a variety of permissions and to have any such application considered on its individual merits. Nor will it override the right of any person to make representations on an application or seek a review of a licence or where provision has been made for them to do so in the Licensing Act 2003.

2.4. **Relevancy**

- Licensing is about the control of premises and places being used for licensable activities and the vicinity of those premises and places. The terms and conditions attached to various permissions are focused on relevant matters that are within the control of the holders of those permissions. This means those matters occurring at, and in the immediate vicinity of, the premises, and the direct impact they have on nearby residents and businesses.

- Licensing law is not a mechanism for the general control of anti-social behaviour by individuals once they are beyond the direct control of the individual, club or business holding the licence, certificate or permission concerned.

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## 3. Cumulative Impact

3.1. In support of the Statement of Licensing Policy, the Council is able to identify areas within the Borough where the further granting of licences or variations to licences could impact on the Council's obligations in respect of the Licensing Objectives. This would be through a 'Cumulative Impact Policy'.

3.2. This policy can outline Cumulative Impact Zones, where a Cumulative Impact Assessment has taken place, and where the evidence from that assessment shows that the cumulative impact of the licensed premises is having a negative impact one or more of the licensing objectives. A Cumulative Impact Assessment can:

> *"… limit the number or type of licence applications granted in areas where the number of licensed premises is causing problems. Such problems typically include crime and disorder or public nuisance caused by large numbers of drinkers being concentrated in one area."*

3.3. The concept of Cumulative Impact has been described in the guidance to Licensing Authorities since the commencement of the Licensing Act 2003. However, the Policing and Crime Act 2017 gave Cumulative Impact Assessments a statutory position within Section 5A of the Licensing Act 2003.

3.4. In some areas where the number, type of density of licensed premises is high, serious problems of nuisance and disorder may occur directly outside, or within the vicinity of those premises. These problems generally occur as a result of alcohol, with a large number of people under the influence of alcohol being concentrated in a small area.

3.5. A large concentration of vulnerable people may also attract criminal activities such as drug-dealing, pick pocketing and robbery. Local services cannot always meet the demand posed by the concentration of users, such as street cleaning and public transport. This can lead to issues such as littering, public nuisance, street fouling, traffic congestion and parking.

3.6. Although these problems are more likely to occur in town centres, they may also occur in other urban centres or suburb, for example smaller high streets with a high concentration of licensed premises.

3.7. There are a number of mechanisms for addressing concerns about the behaviour of those individuals within and around licensed premises which are able to work alongside the licensing policy:

- Planning control and enforcement
- Licence or pub watch
- Business Improvement Districts
- Community Protection Orders
- The use of CCTV

- Public Space Protection Orders
- Police tasking concerning disorder and anti-social behaviour in specific areas.
- Prosecution for the offence of selling alcohol to a person who is drunk
- Late Night Levy
- Early Morning Restriction Orders
- Other licensing conditions

**Cumulative Impact Assessments**

3.8. A Cumulative Impact Assessment may be published by a licensing authority to limit the number or type of licensed premises granted in a specific area where there is evidence to show that they density of licensed premises is having a cumulative impact and undermining the licensing objectives.

3.9. Legislation states that a formal consultation process must take place with the following groups:

- The Chief Officer of Police for the area
- The Fire and Rescue Authority for the area
- The local authority's Director of Public Health
- Representatives of local premises licence holders
- Representatives of local club premises licence holders
- Representatives of businesses and residents in its area.

3.10. When consulting on a cumulative impact assessment, the persons listed above must be provided with the following information:

- The reasons why the licensing authority is publishing a CIA;
- a general indication of the part or parts of its area which it is considering describing in the assessment;
- whether it considers that the assessment will relate to all premises licence and club premises certificate applications and variation applications, or only to those of a particular kind described.

3.11. The Council must review any Cumulative Impact Assessment every three years, as required by legislation. The Council is able to review areas more frequently if it considers this necessary.

**Cumulative Impact Zones**

3.12. A Cumulative Impact Assessment has shown that the density of licenced premises granted in the following areas are having a cumulative impact and causing problems in the area which are undermining the licence objectives.

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**Wickersley**

3.13. The Council have assessed statistics from the police, ambulance service, environmental health and public health for an area designated in Wickersley, which has determined that the zone is suffering from the cumulative impact of on-licensed, and on and off licensed premises.

3.14. The evidence contained within the Cumulative Impact Assessment can be found within the Council's Cumulative Impact Policy, alongside a map showing the exact location of the Cumulative Impact Zone.

3.15. In this area, there are problems surrounding anti-social behaviour, low-level crime, public nuisance including noise and ambulance related alcohol call outs in a mainly residential area. These problems are being suffered by the people living within this area.

3.16. It would be inconsistent with the Council's duty to promote the licensing objectives to grant new, or variations to, applications for any premises which seeks to apply for an on-premises licence, or on and off premises licence.

**Applications within a Cumulative Impact Zone**

3.17. Publishing a cumulative impact assessment sets a strong statement of intent about the approach that will be taken when considering applications for the grant and variation of premises licenses or club premises certificates in the area described. The Council will have regard to the assessment when determining or revising the Statement of Licensing Policy, as well as when making determinations alongside the Section 182 guidance.

3.18. Any cumulative impact assessment does not change the fundamental principles of which licensing decisions are determined and the Council reserves the right to grant an application where it is appropriate and demonstrates through the operating schedule that the applicant would not add to the cumulative impact of the area in which they are applying.

3.19. However, the Council would expect an applicant to consider the potential cumulative impact of their licence on local issues when setting out the steps that will be taken to promote the licensing objectives. An applicant must be able to demonstrate to the Council and other responsible authorities that granting a new or varied licence will not add to the cumulative impact already being experienced within the area.

3.20. This policy does not create a ban on the grant of licenses within the assessed zone and the Council can only consider cumulative impact to refuse an application if one or more relevant representations are made. Where no representation is received, the Council must grant the licence, as stated in the Licensing Act 2003.

3.21. Therefore, a cumulative impact assessment does not reduce the onus placed on responsible authorities, local residents or residents' groups in making representations where they consider this necessary in order to uphold and promote the licensing objectives. This policy gives a basis of information which can be used when making a representation; a representation can be made just on the fact that an assessment has been published. Any person making a representation must be able to demonstrate that the representation withstands the scrutiny which it will be subjected to at a Licensing Committee, or sub-committee meeting.

3.22. The obligation to demonstrate that the application is suitable for the area is placed onto the applicant. An applicant must suitably evidence that their proposal will not add to the cumulative impact within the area. To assist this process, the Council recommends early consultation with responsible authorities. This can be achieved separately with each responsible authority, or through the Council's Licensing service.

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## 4. Licensing Hours

4.1. In making decisions that relate to the hours for which a premise is licensed, consideration will be given to the licensing objectives of the prevention of crime and disorder and the prevention of public nuisance.

4.2. It is recognised that longer licensing hours are important to help to ensure that concentrations of customers leaving licensed premises simultaneously are avoided. In turn this will reduce the potential for disorder at fast food outlets, taxi ranks and other sources of transport.

4.3. In making decisions in respect of licensing hours, consideration will be given to representations made by residents and businesses in the vicinity of the premises, their representatives, and the police as well as the applicant. This may lead to the imposition of stricter conditions on noise controls in areas having more sensitive residential accommodation such as residential care homes or sheltered housing schemes.

4.4. The Licensing Authority has set core hours which it believes are appropriate for certain premises uses. The Core Hours Policy provides the core hours for each premises use and can be found attached to this policy as Appendix H.

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## 5. Promotion of the Licensing Objectives

5.1. The Licensing Authority is required to carry out its functions so as to promote the licensing objectives. This includes its role in:

- Granting or refusing applications for licences;
- Reviewing licences;
- Imposing conditions;
- Deciding how to integrate with other strategies of the council.

5.2. Licence applications should be accompanied by an operating schedule that includes the steps that the licensee proposes to take to promote the licensing objectives. The Licensing Authority expects that the process of developing the operating schedule will include a thorough risk assessment with regard to the licensing objectives, which will assist in identifying those steps.

5.3. Applicants for licences are urged to discuss their proposals with the responsible authorities prior to submitting an application. This will enable them to seek advice on the production of their operating schedule and may avoid the need for a hearing in response to representations made by the authorities. The relevant authorities are:

- Prevention of Crime and Disorder – South Yorkshire Police, RMBC Trading Standards, Home Office Immigration Enforcement (on behalf of the Secretary of State).
- Public Safety – South Yorkshire Police, South Yorkshire Fire and Rescue, the Council's Environmental Health Officers with responsibility for Health & Safety
- Public Nuisance – the Council's Environmental Health Officers with responsibility for Pollution Control
- Protection of Children from Harm – Children's Safeguarding Board, South Yorkshire Police, Trading Standards, and Public Health.

5.4. Further information is provided in the following sections of this policy on a variety of steps to promote the licensing objectives that the Licensing Authority will support. However, the Licensing Authority will not impose them indiscriminately. It is for the applicant to decide which of these are appropriate for inclusion in the operating schedule for the premises, based on the exact circumstances involved. The Licensing Authority will however take this policy into account when undertaking its functions under the 2003 Act.

5.5. The Council's Licensing Objective Policies can be found at Appendix F to this policy.

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## 6. The Prevention of Crime and Disorder

6.1. The licensing authority will have regard to the likely effect of the exercise of its licensing function on, and do all it can to prevent crime and disorder throughout the borough. In so doing the licensing authority will have regard to the likely impact of licensing and related crime and disorder in the borough when considering the location, operation and management of all proposed licence applications, reviews and variations, when its discretion has been engaged.

6.2. An applicant will be expected to demonstrate in his Operating Schedule how he intends to promote the prevention of crime and disorder. The licensing authority will only expect applicants to take such action or precautions that are in their control, but would normally expect applicants to have taken appropriate advice from the Police before making their application. All applicants are therefore advised to seek advice and guidance from South Yorkshire Police and look to the Police as the main source of advice in relation to Crime and Disorder when addressing these issues. Applicants are also advised to take account of local planning and transport policies, tourism, neighbourhood working, cultural implications and crime prevention strategies. Details of where these policies can be viewed can be found in the Guidance to Applicants.

6.3. Crime prevention measures will where appropriate include suitable training of all bar staff and security personnel to prevent the use and supply of drugs and other illegal substances within the licensed premises and to ensure that incidents of crime and disorder in the premises are reduced to a minimum.

6.4. Applicants for personal licences will be expected to have both knowledge of the relevant licensing law and also the practical implications of how this relates to their responsibilities.

6.5. Applicants for premises licences will be expected to be fully aware of their legal responsibilities for ensuring adequate supervision and management of licensed activities at all times. They will also be expected to consider issues relating to ‘designing out’ potential problems. These may, where appropriate, include provision of appropriate lighting outside the premises, installation of CCTV cameras, non-shatter glass on windows etc.

6.6. All door staff working wither under contract for a security company or employed ‘in-house’ will be required to be registered under the Private Security Industry Act 2001 and regulated by the Security Industry Authority. Door staff are defined as those responsible for security, protection, screening the suitability of persons entering the premises or conflict management in places such as pubs, clubs and other licensed premises open to the public. Further information can be found at http://www.the-sia.org.uk.

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6.7. Applicants are also expected to address the issue of how to anticipate and minimise any potential disorder that might be caused in the vicinity of their premises. Issues concerning liaison with local bus, taxi and private hire companies should be considered both as a means of preventing public nuisance and crime and disorder on departure and also as a way of promoting the safety of their own staff. The licensing authority will primarily focus on the direct impact of the activities taking place at the licensed premises on members of the public living, working or engaged in normal activity in the area concerned when addressing the prevention of crime and disorder in their application. The licensing authority acknowledges that licensing law is not the primary mechanism for general control of nuisance and anti-social behaviour by individuals once they are away from licensed premises and, therefore, beyond the direct control of the individual, club or business holding the licence, certificate or authorisation concerned, although it is a key aspect of such control.

6.8. The licensing authority expects that under normal circumstances the person responsible for any premises where alcohol is available for sale or supply and consumption on those premises will be a member of an appropriate licence watch or similar scheme which is approved by the licensing authority and South Yorkshire Police (where such a scheme exists). A full list of current schemes can be obtained from the Licensing or Police Authority on request. Such schemes are designed to discourage troublemakers from pubs and clubs throughout the borough by information sharing and are a useful body to represent licensees.

6.9. The licensing authority expects applicants to state within their Operating Schedule the occasions on which they determine the need to use toughened glass or polycarbonate glasses in their premises to limit sale and supply of bottled drinks to diners at tables. Examples of where the Licensing authority may encourage these measures can be found in Appendix A - Model Conditions.

6.10. The licensing authority expects applicants to provide secure storage for used/discarded drinks bottles to prevent their use as offensive weapons.

6.11. The licensing authority expects a risk assessment to be carried out in relation to dance floors to ensure a safe environment. The risk assessment should normally consider adequate supervision of dancers, a safe location for the DJ or band and use of special effects and lighting.

6.12. To further assist in the promotion of the crime prevention objective, further conditions may be attached to a premises licence. Such conditions will normally arise out of the applicant's operating schedule and/or be drawn from the licensing authority's model pool of conditions as may be appropriate for the particular premises.

6.13. A significant part of Rotherham town centre is the subject of a Public Spaces Protection Order (PSPO). This is an area where there is a power for the



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Police to request someone to refrain from drinking to address nuisance or annoyance. Failure to comply with this request is a criminal offence. To support this, the Licensing Authority considers it appropriate for Rotherham town centre premises to adopt a policy of prohibiting open containers of alcohol being taken from the premises. This approach will also prevent the use of these containers as offensive weapons.

6.14. The Licensing Authority will support an approach to the marketing of alcohol and the management of licensed premises that promotes the responsible consumption of alcohol. Irresponsible promotions are against the law and the Policy imposes a mandatory condition that staff must not carry out, arrange or participate in any irresponsible promotions.

6.15. Determining whether a drinks promotion is irresponsible or not will require a subjective judgement. The sale of alcohol to persons who are already drunk is an offence under the Act. The incidence of drunken people present at premises may provide an indication that the marketing and sale of alcohol at the premises is not being approached in a responsible way.

6.16. There are a wide range of other steps which may be appropriate in particular circumstances including:

- Prohibiting the sale of alcohol in bottles for consumption on the premises, to prevent their use as weapons
- Requiring drinking vessels to be plastic or toughened glass
- Requiring the provision of retail radio's to connect premises supervisors in town centres to the police
- Appropriate measures to prevent overcrowding in parts of the premises
- The provision of staff to control admission and to control customers inside the premises.
- The adoption of an age determination policy such as Challenge 25 to prevent underage sales

6.17. The Council also recommend licence holders put in place measures to reduce gender-based violence, intimidation and harassment for all staff and customers. This may include 'Ask for Angela' and/or specific training for staff.

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## 7. Public Safety

7.1. The licensing authority recognises that different types of premises will present differing issues of public safety. For example, the safety considerations of public houses, nightclubs, restaurants, hotels (with entertainment), theatres and cinemas will raise issues peculiar to them. However, there are also many common themes. The licensing authority will work with South Yorkshire Fire and Rescue and other agencies to secure consistency and a standardised method of carrying out risk assessments which may be used where appropriate.

7.2. However, the prime responsibility for securing the safety and wellbeing of their customers and staff is placed on those providing entertainment, refreshment or events. Operating schedules are therefore expected to identify both the risks and precautions that will need to be taken to minimise or eliminate these. Guidance notes to assist applicants can be found in the appendices to this Policy.

7.3. Any conditions the licensing authority may need to attach to licences to address safety issues will seek to secure the most cost effective solution without prejudicing public safety, taking account of the nature of the premises and the scale or type of entertainment to be provided.

7.4. The licensing authority recognises that there are five key areas to address in ensuring the environment for a dance event is safe:

- Prevention of overcrowding
- Air conditioning and ventilation
- Availability of drinking water
- Further measures to combat overheating
- Overall safety

7.5. Applicants who intend to promote dance events are expected to give details of how they intend to address each of the following areas:

- Prevention of overcrowding
- Air conditioning and ventilation
- Availability of drinking water
- Further measures to combat overheating
- Overall safety

7.6. Further information and advice on dance events can be obtained from the publication “Safer Nightlife”. This guide can be viewed at: http://newip.safernightlife.org/pdfs/digital_library/uk_safer_nightlife_guideline.pdf

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7.7. Applicants are also expected to address positively the need to secure reasonable access and safety for people with disabilities who wish to visit their premises. In this regard licensees are reminded of their obligations under equalities legislation.

7.8. Specific types of adjustments licensees should consider in order to comply with their obligations under equalities legislation, depending on the type of premises concerned include:

- Making adjustments to the premises such as improving access routes and ensuring that they are free of clutter or redecorating part of their premises to provide better to contrast to someone with a visual impairment;
- Providing appropriate or additional training for staff who may come into contact with customers to help them provide services for people with different types of disabilities;
- Acquiring or using modified equipment, for example a telephone with text display for use by deaf customers; and
- Making service literature and instructions more accessible for example providing a Braille version for blind customers and ensuring service, reception and payment points are designed to facilitate ease of use by all;
- Accessible sanitary provisions

7.9. Where relevant representations have been received, the licensing authority may require evidence that items in respect of the building structure included have been considered by a suitably qualified person. In order to avoid relevant representations, applicants may consider the provision of relevant safety certificates such as Electrical Safety Certificates, Gas Certificates, Fire Safety Certification, appropriate Risk Assessments and/or policy documentation including safe capacities appropriate for the type of premise and its usage.

7.10. The licensing authority encourages adequate numbers of appropriately trained first aid staff to be on the premises. Where first aiders are employed they must be qualified to a standard recognised by a voluntary service organisation such as St Johns Ambulance, if they are to treat members of the public. Arrangements must be in place for ongoing first aid training and adequate medical supplies to be available.

7.11. Where its discretion is engaged the licensing authority may attach conditions to licences to promote the Public Safety Objective. These conditions will be based on the applicant’s operating schedule and/or drawn from the model pool of conditions relating to this objective.

## 8. The Prevention of Public Nuisance

8.1. The licensing authority will have regard to the likely effect of the exercise of its licensing function on, and all it can do to prevent public nuisance.

8.2. The licensing authority accepts that different people may have differing levels of tolerance to the unavoidable ordinary activity involved in the provision of entertainment or refreshment. The licensing authority also acknowledges the role that a vibrant and varied entertainment scene can have in promoting tourism, leisure opportunities, and on the local economy.

8.3. The licensing authority will however, look carefully at the impact of licensed premises and events with regards to potential noise and disturbance to nearby local residents or businesses. It is also recognised that the later the entertainment takes place, the greater will be the need to take steps to ensure that activities do not cause unreasonable disturbance.

8.4. Applicants are therefore expected to consider such factors as noise insulation, noise attenuation measures, the positioning of amplification equipment etc. Advice on such issues can be obtained from the licensing authority's Community Protection Officers. The licensing authority considers that prevention is better than the cure and it may be possible to design measures for minimising disturbance and therefore complaints about noise pollution.

8.5. Applicants will also be expected to address the issue of encouraging orderly conduct of customers leaving their premises. Properly trained door and other staff can assist in this and may be required by condition of licence. Appropriate announcements or reminder notices may also be of assistance. The establishment of good working relationships with transport operators can also often assist in encouraging clientele to leave their premises in an orderly manner.

8.6. The licensing authority strongly recommends that operators establish good communication links with the Police to ensure that where difficult situations develop inside premises and are likely to cause disturbances outside, that preventative action can be taken before the problem arises.

8.7. Where its discretion is engaged the licensing authority will seek to balance the rights of local residents and others with those wishing to provide entertainment or other activities. Conditions will be attached and, where necessary, tailored to address public nuisance issues that may arise in particular premises.

8.8. In determining licence applications where relevant representations have been received, the licensing authority will consider the adequacy of measures proposed to deal with the potential for undue disturbance, public nuisance and / or anti-social behaviour having regard to all the circumstances of the application (including the combinations of licensable



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activities). The licensing authority will particularly consider the steps taken or proposed to be taken by the applicant to prevent noise and vibration escaping both from the premises and from external sources under the control of the licensee. Such noise sources may include:

- Amplified and non-amplified levels;
- Singing and speech;
- Disposal to waste and bottle bins;
- Plant and machinery;
- Food preparation, the cleaning of premises and equipment;

8.9. Measures to combat such noise / vibration sources may include the installation / adoption of soundproofing, air conditioning, to allow windows to be kept closed, sound limitation devices, cooling down periods with reduced music levels at the end of the night and adopting hours of operation appropriate to the activities in question and the location.

8.10. The licensing authority will expect applicants and licence holders to have due regard to the following:

- The use of gardens, play areas, car parks, access roads, other open-air areas and temporary structures.
- The steps taken or proposed to be taken by the applicant to prevent disturbance by customers arriving or leaving the premises, including the consideration of the cumulative effect of this might have in areas with other licensed premises nearby. This will be of greater importance between 11 pm and 7 am than at other times of the day.
- The steps taken or proposed by the applicant to prevent queuing (either by pedestrian or vehicles). If some queuing is inevitable then they should be formed away from neighbouring premises or be otherwise managed to prevent disturbance or obstruction, for example, making provision for queuing inside the premises;
- The steps taken or proposed by the applicant to ensure staff leave the premises quietly;
- The arrangements made or proposed for parking by patrons and the effect of parking by patrons on local residents including the slamming of vehicle doors, vehicle horns, vehicle stereos, noise from engines idling, and vehicle exhaust fumes;
- The arrangements for liaising with providers of public transport during the proposed hours of opening (including taxis and private hire vehicle operators);
- Whether the licensed taxi or private hire vehicles serving patrons are likely to disturb local residents and the measures proposed by the applicant to prevent disturbance from this source;
- The installation of any special measures where licensed premises are or are proposed to be located near sensitive premises such as nursing homes, hospitals, hospices or places of worship;

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- The suitability of delivery and collection areas and the times, frequency and method of operation, to the extent that these facilities are in the control of the licensee;
- The location of external lighting (including security lighting that is installed inappropriately) and the siting and operation of internal or external illuminated displays or illuminated advertising;
- Whether the premises would lead to increased refuse storage or disposal problems, including additional litter (e.g. fly posters, illegal placards, food waste and food packaging, cans, bottles, advertising 'flyers') in the vicinity of the premises and the measures proposed by the applicant to control this;
- The steps taken to prevent the release of odours passing to neighbouring premises.

8.11. Where the considerations apply to late-night refreshment premises, they shall only be taken to apply to their operation between the hours of 11 pm and 5 am when a premises licence would be required.

8.12. Applicants are advised to seek guidance from a suitably competent noise consultant.

8.13. Where its discretion is engaged the licensing authority may attach conditions to licences to prevent public nuisance. These conditions will be based on the applicant's operating schedule and drawn from the model pool of conditions relating to this objective.

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## 9. The Protection of Children from Harm

### 9.1. General

- The Licensing Authority will carry out its responsibilities so as to promote the licensing objective of protection of children from harm. In doing so it will take into account representations made by the Children's Safeguarding Board on each application.

- The Authority is committed to preventing and tackling all forms of Child Exploitation, including Child Sexual Exploitation (CSE) and Child Criminal Exploitation (CCE). Rotherham's Children Safeguarding Board can give support, advice and training for premise operators and staff. Operators are encouraged to engage with the Safeguarding Board to include appropriate conditions and provide the necessary training to staff, covering how to deal with child protection, or perceived problems relating to children in or around the premise.

- It is recommended that licence holders are always aware of potential Child Exploitation and report this if they see something that does not look correct. This can be done through making contact with the police, or the Authority's Multi-Agency Safeguarding Hub (MASH). Further information on Child Exploitation awareness is available from both the Police and Licensing Authority's Licensing Services.

- Licences will be sought from a wide variety of premises including theatres, cinemas, restaurants, concert halls, cafes, late night takeaways, pubs, bars and nightclubs. It is not possible for a licensing policy to anticipate every situation where children are at risk. The Licensing Authority will not therefore impose general conditions that apply to all premises, but will consider how the licensing objectives can be best promoted in each particular case.

- The Authority have regard to the ambition for Rotherham to be a child-friendly borough, creating a great place to grow up in; where children, young people and their families have fun and enjoy living, learning and working. The licensing policy is just one tool which can be used to influence this and can ensure that all licensed activities within the borough sufficiently take the needs of young people into account.

- The Licensing Authority will not seek to limit the access of children to licensed premises unless it is necessary to protect children from harm.

- The following areas would give rise to particular concern in respect of children:

    - Where entertainment or services of an adult or sexual nature are commonly provided;

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- Where there have been convictions of members of the current staff at the premises for serving alcohol to minors or with a reputation for underage drinking.
- Where there has been an association with drug taking or dealing.
- Where there is a strong element of gambling on the premises (but not, for example, the simple presence of a small number of cash prize gaming machines or of bingo).

- Conditions will not be imposed that require the admission of children. This will remain a matter for the discretion of the licensee.

- The range of options available to limit the access of children to licensed premises that may be imposed by the Licensing Authority include:

  - Limitations on the hours where children may be present;
  - Age limitations (below 18);
  - Limitations or exclusions when certain activities are taking place;
  - Limitations on the parts of premises to which children might be given access;
  - Requirements for an accompanying adult;
  - In exceptional cases, exclusion of people under the age of 18 from the premises when any licensable activities are taking place.

9.2. **Children and Cinemas**

- Licensees will be expected to prevent children from viewing films that are unsuitable because of the age classification of the film that has been imposed by the British Board of Film Classification or other film classification board approved by the licensing authority. Children will not be permitted to view un-certificated films.

9.3. **Children and Public Entertainment**

- The Licensing Authority will expect that where a significant number of unaccompanied children will be present during a public entertainment event, the licensee will ensure that an adequate number of adult staff are present to control the access, egress and safety in and around the premises. The licensee should take into account the number of children to be present, the type of entertainment, the age of the children, the characteristics of the premises and any other relevant factor.

9.4. **Proof of Age Cards**

- The Licensing Authority supports the adoption of proof of age cards as a means of preventing underage drinking. It recommends that any premises licensed to sell alcohol adopts a policy of requiring proof of age from any person where there is any doubt as to whether they are over 18. The

authority would suggest as best practice, that proof of age could be in the form of a passport or photographic driving licence.

- The Licensing Authority supports the 'Portman Group Code of Practice on the Naming, Packaging and Promotion of Alcoholic Drinks.' It will seek to ensure that premises licensed for the sale of alcohol comply with the code.

9.5. **Staffing Levels**

- Where any regulated entertainment is taking place, when that entertainment is provided wholly or mainly for children, the number of attendants to assist persons entering or leaving the premises (excluding the licensee and/or the premises supervisor) must be stated in the operating schedule and must be of a level to ensure the safety of those attending the premises. Numbers of attendants required is stated in the Guidance as 1 per area occupied by the children + 1 per exit. In addition the licensing authority would normally expect a minimum ratio of 1 attendant to 30 children or part thereof.

- The licensing authority may attach conditions to licences to protect children from harm, where its discretion has been engaged. These conditions will be based on the applicant's operating scheme and / or drawn from the model pool of conditions relating to this objective.

9.6. **Staff Training**

- The licensing authority is particularly mindful of the prevalence of Child Sexual Exploitation and the grooming of children. There are apparent links between these activities and licensed premises.

- As a result, the licensing authority would expect all staff working or present in licensed premises to be aware of the basic principles of child protection and to be able to identify and appropriately respond to any risks to children on or around licensed premises. There is an expectation that licence holders / applicants will make their staff available for appropriate training where this is required, and co-operate with any voluntary schemes promoted by the local authority to safeguard children and vulnerable adults.

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## 10. Public Health Considerations

### 10.1. National Context

- The Licensing Authority recognises harms associated with public health, particularly relating to public safety and protection of children from harm.

- Harms associated with excessive alcohol consumption, obesity and poor diet can impact on individuals, families and wider society, and it is imperative to an effective Statement of Licensing Policy that public health considerations are at the core of the approach taken.

- It is essential that relevant Public Health advice, data and agendas, are considered as part of licensing applications to ensure that these are informed and relevant to the local and national picture.

- The Licensing Authority will have regard to the impacts of licensing decisions on Public Health and will actively use Public Health data when making licensing decisions, such as the Public Health Alcohol Toolkit.

- Reducing harmful drinking is one of seven priority areas for Public Health England where improvement is being sought. Alcohol misuse is the biggest risk factor for death, ill-health and disability among 15-49 year olds in the UK, and the fifth biggest risk factor across all ages. Alcohol is considered a casual factor in more than sixty medical conditions.

- Alcohol-related harm is determined by the volume of alcohol consumed and the frequency of drinking occasions. In January 2016, the Chief Medical Officer issued revised guidance on alcohol consumption which states that in order to keep a low level of risk of alcohol related harm, adults should not drink in excess of fourteen units of alcohol a week.

### 10.2. Local Context

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## 11. Special Events in the Open Air or in Temporary Structures

11.1. The success of open air events, or those in temporary structures, depends on the quality, levels of safety, and consideration for the rights of people who live or work in the vicinity as well as the standard of facilities for those coming to enjoy the event.

11.2. It is essential that a comprehensive event management plan is developed well in advance of any planned event. General guidance on planning such events is available to organisers from the various agencies, and it may be appropriate for the event to be considered by the Rotherham Event Safety Advisory Group (RESAG). The licensing authority would expect the applicant / licence holder to fully engage with RESAG and take into account advice / guidance that is provided by the group.

11.3. In particular, the following issues should normally be addressed:

- A detailed risk assessment identifying all inherent risks concerned with the event and the precautions that will be put in place to address these.
- A contingency plan to deal with any emergency situations that may arise during the event.
- A central location for all safety and insurance certificates and other documents relevant to the promotion of the event and equipment used, so that they can be readily produced if required by an authorised officer.
- Ticketing arrangements and estimation of maximum number of visitors to the event. Appropriate levels of trained stewards and security staff will also to be considered.
- Detailed planning of sanitary conveniences, first aid provision, temporary structures, temporary road closures, parking arrangements and any banners or signs to be used.
- At an early stage there should be liaison and discussion with local residents on how to minimise disturbance and disruption to them.
- Positive proposals for ensuring the access, safety and comfort of people with disabilities who may wish to enjoy the event.
- Arrangements for reuniting children who may have become separated from their guardians.
- Properly trained security staff should be used who have been trained and registered in accordance with the Securities Industries Act.
- Ensure first aid and or medical provision meet minimum requirements laid down in the HSE Guide to Health and Safety and welfare at music and similar events.

11.4. Applicants for premises licences are expected to state in their Operating Schedule the precise nature of all entertainment proposed to take place, and to have carried out risk assessments for each entertainment type.

## 12. Integrating strategies

The Licensing Authority will seek to achieve integration with the strategies set out below and will consult with the appropriate organisations to achieve this.

### 12.1. Public Health

- The Licensing Authority recognises the key role that Public Health delivers in respect of Licensing Objectives and in particular those relating to public safety and protection of children from harm in relation to issues relating to alcohol.

- Public Health has a critical role in providing advice and data in respect of Licensing Objectives, providing essential information upon which to ensure that considerations of harms are enshrined within the approach the Council takes to licensable activities.

- In considering decisions and the delivery of the Statement of Licensing Policy, the Licensing Authority will consider Public Health objectives, advice and data.

### 12.2. Safer Rotherham Partnership

- The Licensing Authority recognises its responsibility to address issues relating to crime and disorder and is committed to working together, with other partners, to make Rotherham a safe and attractive borough.

- In making decisions, the Licensing Authority will consider the objectives of the Safer Rotherham Partnership, especially relating to:

  - Reducing the opportunities for crime to occur
  - Tackling disorder and anti-social behaviour
  - Reducing the fear of crime
  - Combating the use of drugs

### 12.3. Planning

- Applications under the Licensing Act 2003 will be considered separately from other regimes such as planning and building control. This is in order to avoid duplication and inefficiency. Applications for premises licences for permanent commercial premises should normally be from businesses with the appropriate planning consent for the property concerned. However, applications for licences may be made to the Licensing Authority before relevant planning permission has been sought or granted by the planning authority.

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- The planning and licensing regimes involve consideration of different matters. For example, licensing takes into account the four licensing objectives:

    - The prevention of crime and disorder
    - Public safety
    - The prevention of public nuisance
    - The protection of children from harm

- Whereas planning considers a range of issues such as:

    - Public nuisance
    - Loss of privacy
    - Highway safety
    - Design
    - Nature conservation
    - Adequacy of parking
    - Amenity
    - Layout & Density
    - Sustainability

- Where a planning condition restricts usage of a premise to certain hours, and if these hours differ from those permitted on a premises licence, then the premise owner must comply with the more restrictive of the two sets of hours.

12.4. **Culture and Tourism**

- The Council is working to develop and promote Rotherham as a good place to live and work, which means more jobs, a vibrant cultural sector and good quality green spaces.

- It is supporting the economic growth and the regeneration of the borough through work with partners to deliver a joined-up culture, sport and tourism offer alongside adopting both the Town Centre Masterplan and the Local Plan.

- The International Covenant on Economic, Social and Cultural Rights (ICESCR) which was ratified by the UK in 1976 recognises the right of everyone to take part in cultural life and requires that active steps are taken to develop cultural activity and ensure that everyone can participate in the cultural life of the community.

- The strategy in relation to culture and tourism encompasses arts, heritage, museums, parks and green spaces, neighbourhood facilities, markets, festivals and public events, media, libraries and literature, sport, play, faith and worship, tourism, restaurants and bars and creative industries.

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- This licensing policy will operate in the spirit of the Council's approach to improving the borough's culture and tourism offer and the International Covenant on Economic, Social and Cultural Rights (ICESCR). In doing so, it will seek to maintain a balance between regulation and supporting cultural activity. It will strive to maintain a balance between the need to 'manage' any detrimental impacts of an activity in a community with the many benefits cultural activity brings to communities, in developing personal aspiration and potential, building cohesive communities, providing opportunities for young people, contributing to economic growth and regeneration and the development of sustainable communities.

- In order to maintain this balance the Licensing Authority will:

  - monitor the impact of licensing on the provision of regulated cultural activities and entertainment, such as live music, theatre, dance and festivals
  - create a dialogue with the cultural sector about the impact of the licensing policy and work with our partners to balance different interests
  - seek to ensure that conditions attached to licences do not deter live music, festivals, theatre, sporting events etc. by imposing unnecessary restrictions
  - seek to ensure that conditions attached to licences do not deter new or small scale groups/ activities in communities by imposing conditions which will lead to a cost disproportionate to the size of the event
  - Seek to create an environment which minimises nuisance and anti-social behaviour connected to cultural activity and events but without undermining our commitment to increase access to cultural participation as a fundamental human right.

12.5. **Building Control**

- The Building Regulation process is a separate system to the licensing regime but complementary in terms of some shared objectives.

- Where a licence is applied for, or exists, and any Building Regulated work is carried out, either as a material alteration, change of use or new build to a licensed premises, the owner / licensee should ensure that before opening to the public, Building Regulations consent has been granted in full and that completion certificates have been issued.

- Two separate and distinct certificates are issued on a commercial or work place premises. The first confirms compliance with Building Regulations in general and the second confirms compliance in terms of fire precautions, including means of escape in case of fire. A copy of this second certificate is sent to the Fire Service, which triggers their responsibilities under the Work Place Regulations and enforcement of risk assessments.

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12.6. **Promotion of Equality**

- In developing this strategy, the Licensing Authority has recognised its responsibility under the Equality Act 2010, to consider the need to eliminate unlawful discrimination, harassment and victimisation and to advance equality of opportunity between different groups and foster good relations between different groups.

- There is no one size fits all approach to making a venue inclusive, and each operator will need to make an assessment of its own practices and policies. However, the following are common and best practice examples that could be adopted:

  - Inclusive and transparent policies (for example admittance policies may clearly stipulate adherence to a dress code and refusal if someone presents as intoxicated; however they must not prevent admittance based on perceived attractiveness, size, or against any of the protected characteristics).
  - Robust complaints procedures that make it easy for customers who feel they have been discriminated against to raise their concerns and understand how this will be investigated or managed.
  - Accessible venue layouts that make venues welcoming.
  - Comprehensive training on equality and inclusion for all staff. It is important that any training is regularly refreshed.

- The Licensing Authority also recognises that this policy should promote equality in a wider sense and has therefore assessed the potential impact on disadvantaged groups in general.

- The following actions, which have been identified as being necessary to promote equality, and within the scope of the Act and supporting guidance, will be implemented by the Licensing Authority:

  - The Licensing Policy and associated documents will be available on the internet, and in other formats upon request.
  - The licensing objective of protecting children from harm will be promoted.
  - Support will be offered to licence applicants, licence holders and potential objectors who are socially excluded.
  - Account will be taken of the effect of specific applications on community cohesion, including the need to balance the benefits of cultural and community activities with limited local disturbance.
  - Action will be taken to endeavour to ensure the safety of vulnerable people in licensed premises.
  - Action will be taken to ensure that all applications, particularly those for disadvantaged groups, are dealt with fairly.

- The Licensing Authority is aware that there may be particular sensitivities of certain buildings, for example religious buildings, to certain licensable activities taking place in close proximity. Where this proximity has an impact on the promotion of one of the licensing objectives this is a matter for the Licensing Authority. Where the impact does not affect the promotion of the licensing objectives, there may be other control mechanisms, such as the planning system, that could be applicable.

12.7. **Disabled Access**

- The guidance supporting the Act advises that conditions relating to disabled access should not be attached to licences, as this would duplicate existing statutory requirements. The Licensing Authority therefore takes this opportunity to remind operators of premises of their duties under the Equality Act 2010.

12.8. **Transport**

- Rotherham's Transport Strategy is set out in the South Yorkshire Local Transport Plan (SYLTP).

- The SYLTP policies seek to ensure that alternatives to the use of the private car are available; these alternatives include walking, cycling and public transport (bus, rail and taxi). They are operated in conjunction with land use policies to seek to ensure that development takes place in locations where these alternatives can be best provided; the Town Centre is naturally one of these locations, particularly with regard to public transport.

- A high level of bus services is provided commercially between the hours of 7am and 7pm Monday to Saturday. Lower levels of services are provided up to 11pm and on Sundays, and the transport plan will continue to seek ways of improving the provision of bus services at these times and later at night to assist in getting people away from the Town Centre quickly, safely and efficiently.

- Licensed vehicles provide a useful role in transporting people, particularly at times when bus services are not well provided. Taxi ranks are provided where demand is identified, and include both 24 hour ranks and ones which operate only at night. The Council's Transport Strategy will continue to seek to ensure that the demand for rank provision is satisfied and that their locations are amended as demand alters, subject to competing demands for use of kerbside space.

12.9. **Environmental Best Practice**

- It is important for premises licence holders to consider the current and future impact on our environment and the ways in which the environmental impact can be minimised.

- Licensed premises can make up a significant part of the local economy, and they can make just as much of a contribution to creating a cleaner and greener Borough as any other part, by not only meeting their regulatory duties, but by following best practice including:

  - Minimising waste and following the waste hierarchy of reduce, reuse, recycle.

    Minimising waste, especially of single use, non-recyclable materials, is an important step to reducing the environmental impact of licensed premises. It can also help a business to become more efficient as well as demonstrating its commitment to its customers that it is a sustainable business. In October 2020 it became illegal, with some exceptions, to sell or supply single use plastics such as straws or drink stirrers. You can still supply and sell single-use straws and drink stirrers made from other materials or reusable alternatives.

    There are other ways that licensed premises can minimise waste, such as:

    - Using online menus instead of printed versions, or where menus and promotional materials are printed, ensuring they are on recycled materials and are not single use
    - Allowing members of the public to refill water bottles to reduce plastic bottle waste.
    - Improving recycling rates across all aspects of your business, forward facing and back office.
    - Training staff on sustainability best practice.
    - Reviewing options for reused and upcycled furnishings and fittings.

  - Improving energy efficiency in heating, cooling and use of power.

    Increasing energy efficiency across the sector will be key to achieving carbon neutrality. Many venues will also benefit financially from improving energy efficiency (e.g. 15–20% of a pub's operating costs lies in heating, and converting to LED lighting can save £2,000 per year)16. There are a number of ways that licensed venues can improve energy efficiency and tackle the climate emergency, including:

    - Procuring energy efficient equipment including in kitchens or bar areas. Ensuring lighting is turned off when not in use and is as efficient as possible where used.
    - Minimising the use of outdoor heaters and using energy efficient ones where necessary; this also helps to avoid fume emissions which cause a nuisance and contribute to air pollution.
    - Closing doors during the colder months to keep heat in.

- Reducing the traffic on our roads as a result of business use e.g. freight and servicing.

  We know that road transport contributes to NOx pollution in the Borough and tackling poor air quality caused by road traffic is a priority for Council. Licensed venues increase traffic on the Borough's roads through deliveries from suppliers and providing takeaways. Both of these can also cause considerable noise nuisance for residents and are often reasons that new licenses are objected to. Licensed venues can help address the environmental impact of road traffic by:

  - Developing and implementing bespoke delivery and servicing plans that minimise traffic.
  - Consolidating suppliers and procuring locally.
  - Minimising waste and waste collections.
  - Avoiding personal deliveries to venues.
  - Shifting to low emission vehicles and using courier services that encourage drivers to use vehicles that are less likely to cause noise or air quality nuisances.

12.10. **Women's Safety**

The Council and its partners are committed to tackling violence against women and girls. It's all about taking practical steps together to make the Borough at night safer for women. Everyone should feel empowered to play their part in creating positive change.

Business are encouraged to promote Women's Safety and make simple commitments such as:

- Nominate a champion in your organisation who actively promotes women's safety.
- Demonstrate to staff and customers that your organisation takes women's safety at night seriously, for example through a communications campaign.
- Remind customers and staff that Rotherham is safe, but tell them what to do if they experience harassment when working, going out or travelling.
- Encourage reporting by victims and bystanders as part of your communications campaign.
- Train staff to ensure that all women who report are believed.
- Train staff to ensure that all reports are recorded and responded to.
- Design your public spaces and workplaces to make them safer for women at night.

Please contact the Council for further information on Women's Safety.

## 13. Duplication

13.1. The authority will avoid duplication with other regulatory regimes (e.g. the Health and Safety at Work Act) insofar as attaching conditions to premises licences and club premises certificates.

13.2. Conditions will only be attached where they are necessary for the promotion of the licensing objectives. If matters are already provided for in other legislation they cannot be considered necessary in the context of licensing law.

13.3. As has been referred to elsewhere in this policy, licensing law is not the primary mechanism for the general control of nuisance and anti-social behaviour by individuals once they are away from the licensed premises and, therefore, beyond the direct control of the individual, club or business holding the licence, certificate or authorisation concerned.

13.4. Nonetheless, it is a key aspect of such control and licensing law will always be part of a holistic approach to the management of the evening and night-time economy in Rotherham.

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## 14. Standardised Conditions

14.1. The Licensing Authority will only attach to premises licences, and club premises certificates, those conditions that are tailored to the individual style and characteristics of the premises and the events concerned, and where they are necessary for the achievement of one or more of the four licensing objectives.

14.2. **Model Conditions**

- To aid administration a pool of model conditions is attached to this statement (but not form part of it). The authority may draw appropriate and proportionate conditions from this pool to cover particular circumstances. This is not intended to be an exhaustive list and other specific conditions may be appropriate.

- The model conditions will be informed through consultation. There are elements of the model conditions, which are indicated, that will be entirely dependent upon the findings of the consultation.

- The pool of model conditions is attached as Appendix A to this policy.

14.3. **Mandatory Conditions**

- A number of conditions are mandatory and are required to be applied to licences.

- Mandatory conditions are provided by the 2003 Act, amended by the (Mandatory Licensing Conditions) (Amendment) Order 2014 and should be included in every Licence and/or Club Premises Certificate.

- The Mandatory Conditions are attached to this Policy at Appendix B. These need to be adhered to and complied with by the Premises Licence Holder.

- For premises with ON sales the Mandatory Conditions will include the following requirements:

    - The need for a Designated Premises Supervisor to be registered on the Licence.
    - Alcohol needs to be sold or authorised by a Personal Licence Holder.

- Mandatory Conditions also refer to:

    - Permitted price of alcohol
    - Age verification Policy
    - Irresponsible promotions
    - No drinking games (encouraging people to drink too much or within specific time limits).

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- Free access to drinking water
- Measures of alcoholic drink
- Exhibition of films
- Door Supervision

- For premises with OFF sales the Mandatory Conditions will include the following requirements:

  - The need for a Designated Premises Supervisor to be registered on the Licence.
  - Alcohol needs to be sold or authorised by a Personal Licence Holder.

- Mandatory Conditions also refer to:

  - Permitted price of alcohol
  - Age verification Policy

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## 15. Entitlement to work in the UK

15.1. Section 36 of and Schedule 4 to the Immigration Act 2016 (the 2016 Act) amended the 2003 Act and introduces immigration safeguards in respect of licensing applications made in England or Wales on or after 6 April 2017. The intention is to prevent illegal working in premises licensed for the sale of alcohol or late night refreshment.

15.2. The statutory prevention of crime objective in the 2003 Act includes the prevention of immigration crime and the prevention of illegal working in licensed premises. Licensing authorities should work with the Home Office (Immigration Enforcement) as well as the police, in respect of these matters.

15.3. The Home Secretary (in practice Home Office Immigration Enforcement) is added to the list of responsible authorities in the licensing regime, which requires Home Office (Immigration Enforcement) to receive premises licence applications (except regulated entertainment only licences), and in some limited circumstances personal licence applications, and permits Home Office (Immigration Enforcement) to make appropriate representations and objections to the grant of a licence.

15.4. Individuals applying for a personal licence and / or a premises licence for the sale of alcohol or late night refreshment must be entitled to work in the UK. This includes applications made by more than one individual applicant. An application made by an individual without the entitlement to work in the UK must be rejected. This applies to applications which include the sale of alcohol and the provisions of late night refreshment, but does not include applications which apply to regulated entertainment only.

15.5. Applicants must provide copies of Identification documents to verify their entitlement to work within the UK. The documents, which may be relied on in support of an application demonstrating an entitlement to work in the UK, are the same for the personal licence (see section 13) shown in Appendix C.

15.6. Individuals applying for a personal licence must be entitled to work in the UK. The Immigration Act 2016 amended the Licensing Act 2003, with effect from April 6 2017. Applications made on or after this date by someone who is not entitled to work in the UK must be rejected.

15.7. Licences must not be issued to people who are illegally present in the UK, who are not permitted to work, or who are permitted to work but are subject to a condition that prohibits them from doing work relating to the carrying on of a licensable activity.

15.8. In order to carry out this duty licensing authorities must be satisfied that an applicant has the right to work in the UK. They require applicants to submit an identification document, to show that they have permission to be in the UK and to undertake work in a licensable activity. Acceptable documents are listed in Appendix C to this policy.



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## 16. Personal Licences

16.1. The Licensing Authority recognises the important role that personal licence holders have to play in the promotion of the licensing objectives at premises selling alcohol. For this reason personal licence holders are required to have prescribed training and not have relevant convictions that would indicate their unsuitability.

16.2. The Policing and Crime Act 2017 gives licensing authorities the power to revoke or suspend personal licences, with effect from 6 April 2017.

16.3. When a licensing authority has granted a personal licence and becomes aware that the licence holder has been convicted of a relevant offence or foreign offence or been required to pay an immigration penalty, a licensing authority may revoke the licence or suspend it for a period of up to six months. This applies to convictions received and civil immigration penalties which a person has been required to pay at any time before or after the licence was granted, as long as the conviction was received after 6 April 2017, or the requirement to pay the civil penalty arose after 6 April 2017.

16.4. Every sale of alcohol at licensed premises is required to be authorised by a personal licence holder. Because of the importance of their role, the Licensing Authority considers it to be good practice for personal licence holders to have significant operational involvement in the sale of alcohol rather than to undertake a remote, periodic authorisation of other staff. In practical terms this would mean authorisation on at least a daily basis, and to be available on the premises throughout most of the day to deal with circumstances requiring their expertise and authority.

16.5. When applying for a personal licence, the Licensing Authority would expect applicants to produce an up to date Disclosure Barring Service certificate. All applicants would also be expected to make a clear statement as to whether or not they have been convicted outside England and Wales of a relevant offence or an equivalent foreign offence.

16.6. In accordance with the Secretary of State's advice the Licensing Authority will normally refuse applications where the police have issued an objection notice unless there are, in the opinion of the Licensing Authority, exceptional and compelling reasons which justify granting the application.

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## 17. Temporary Event Notices (TENs)

17.1. Part 5 of the Licensing Act allows licensing activities to be carried out in specified circumstances on a temporary basis, subject to a temporary event notice being served on the Licensing Authority, with a copy to the chief officer of police and Environmental Health services for the area no less than ten working days before the event. The chief officer of police or Environmental Health services may object to the event if satisfied that that any of the four licensing objectives would be undermined.

17.2. “Late” TENs are intended to assist premises users who are required for reasons outside their control to, for example, change the venue for an event at short notice.

17.3. Late TENS can be given at any time as long as the limits specified, within guidance issued under section 182 of the Licensing Act 2003, are not exceeded. Late TENs can be given up to five working days but no earlier than nine working days before the event is due to take place and, unless electronically given to the licensing authority, must also be sent by the premises user to the police and Environmental Health Services. A late TEN given less than five days before the date of the event to which it relates will be returned as void and the activities to which it relates will not be authorised.

17.4. The Licensing Authority considers that it is important that the police and Environmental Health services have sufficient time to properly evaluate the likely impact of a temporary event. Where insufficient notice of the event is given this may lead to objections being made that may have been unnecessary if a fuller evaluation had been possible. Equally, if notice of an event is given too far in advance it may be difficult to evaluate because of future uncertainty.

17.5. The Licensing Authority would therefore suggest as best practice that a temporary event notice is served between one and two months ahead of the event taking place.

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## 18. Enforcement

18.1. The Licensing Authority will carry out its responsibilities for enforcement so as to promote each of the four licensing objectives.

18.2. The Licensing Authority will develop and review enforcement protocols in agreement with the police.

18.3. Enforcement activities will be targeted in terms of risk and so as best to promote the licensing objectives. In addition account will be taken of the general enforcement policy of the licensing authority, which aims to ensure that enforcement is open, fair, reasonable and proportionate.

18.4. Enforcement activities will include operations designed to:

- Ensure compliance with conditions attached to licences, operating schedules, requirements specified in the this Statement of Policy, and the requirements of the Licensing Act itself;
- Protect public safety;
- Prevent nuisance;
- Prevent crime and disorder;
- Protect children from harm;
- Identify unlicensed activities;
- Respond to complaints and representations from relevant individuals and responsible authorities;
- Prevent the sale of alcohol to minors
- Prevent the sale of alcohol to people who are drunk
- Identify the keeping of smuggled goods
- Prevent drug misuse

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## 19. Live Music, Dancing, Theatre, Circuses and Street Arts

19.1. The Licensing Authority will ensure that when it considers applications for licences for entertainment involving live music, dancing, theatre, circuses and street arts it will act so as to promote the licensing objective of preventing public nuisance.

19.2. The Licensing Authority recognises that there is a need to encourage and promote a broad range of entertainment, particularly those activities identified above, because of the wider cultural benefits to communities. The potential for limited disturbance will therefore be balanced against these wider benefits.

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## 20. Wholesale of alcohol

20.1. Since 1 April 2017, businesses which sell alcohol (for example, retailers of alcohol and trade buyers) need to ensure that the UK wholesalers that they buy alcohol from have been approved by HMRC under the Alcohol Wholesaler Registration Scheme (AWRS). They will need to check their wholesalers Unique Registration Number (URN) against the HMRC online database. This is an ongoing obligation and if a business is found to have bought alcohol from an unapproved wholesaler, they may be liable to a penalty or could even face criminal prosecution and their alcohol stock may be seized. Any trader who buys alcohol from a wholesaler for onward sale to the general public (known as a 'trade buyer') does not need to register unless they sell alcohol to other businesses.

20.2. Examples of trade buyers would be pubs, clubs, restaurants, cafes, retailers and hotels. However, they will need to check that the wholesaler they purchase alcohol from is registered with HMRC. Further information may be found at: https://www.gov.uk/guidance/the-alcohol-wholesalerregistration-scheme-awrs

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## 21. Delegation of Functions

21.1. The following matters will be determined by either the Licensing Committee or one of its sub-committees:

- Application for a personal licence where there are relevant unspent convictions;
- The review of a premises licence or club premises certificate;
- Decision to object when the local authority is the consultee and not the relevant authority considering the application;
- Determination of a police objection to a temporary event notice.

21.2. The following matters will be determined by either the Licensing Committee or one of its sub-committees where a relevant representation has been made:

- Application for a personal licence;
- Application for a premises licence or club premises certificate;
- Application for a provisional statement;
- Application for variation to a premises licence or club premises certificate;
- Application to vary a designated premises supervisor
- Application for transfer of a premises licence
- Application for interim authority
- Determination of a temporary event notice.

21.3. The Licensing Manager will determine all other matters.

21.4. Variations to premises licences or club premises certificates that could not impact adversely on the licensing objectives are subject to a simplified 'minor variations' process. There is clear guidance as to what constitutes a "minor variation" contained on the Government's website.

21.5. Councillors are now considered as "interested parties" and can make representations on any application as such, even if they do not live in the vicinity, or may represent persons living or working in the vicinity of the premises in question.

21.6. The authority to make minor / consequential amendments to this policy is delegated to the Licensing Manager (through the Assistant Director for Community Safety and Street Scene). Such amendments will be made via the most appropriate governance route.

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## 22. Period of Validity & Review

22.1. This statement of licensing policy will come into force on XXXX 2025 and be valid until 2030. The policy will then be reviewed and reissued for a period of 5 years.

22.2. The policy will be kept under review during the period of validity and if necessary amendments made.

22.3. Before a new policy is adopted or amendments made to the existing one the Licensing Authority will undertake consultation in accordance with Section 5 of the Licensing Act 2003.

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**Appendix A**

**Licensing Act 2003 Statement of Licensing Policy 2025-2030**

# Pool of Model Conditions

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**Introduction:**

When deciding to grant or vary a premises licence under the Licensing Act 2003, the Licensing Authority may do so subject to conditions which it considers are appropriate in promoting the licensing objectives.

Conditions should be individual to a premise and tailored to meet the individual circumstances of the premise, area and other contextual factors. Standardised conditions often do not reflect the individual aspects of applications and should be avoided.

Conditions which are appropriate to promote the licensing objectives should emerge from the application process and form part of the operating schedule of the premise. The Pool of Model Conditions has been produced to assist applicants to consider and promote the licensing objectives, within the context of their application.

Rotherham consists of a variety of neighbourhoods and communities and the Council encourage applicants to use model conditions, or alternative measures, to ensure that the Licensing Objectives are being promoted, whilst minimising any impact that could be caused by a licensed premise. Applicants should have an understanding of the area where their application is based and should tailor their application to consider any issues that are apparent in that area; model conditions are just one way to do this.

The Pool of Model Conditions is also available to assist any Responsible Authority, and other person, who may consider making a representation to the applicant. These conditions should form a consistent approach in proposing conditions on a premises licence.

The Pool of Model Conditions is not an exhaustive list and it does not restrict applicants, responsible authorities or other persons from proposing alternative conditions. It also does not restrict any reasonable condition on a licence being imposed where it considers it appropriate for the promotion of the licensing objectives.

Whilst it is not a Licensing Objective, Public Health is also considered to be a key issue within Rotherham when determining licensing matters and the Council consider it good practice for Public Health to be taken into account when applications are being made. Applicants are encouraged to take into account any relevant data regarding Public Health and amend their application accordingly.

## CONDITIONS RELATING TO PREVENTION OF CRIME AND DISORDER

It should be noted that certain matters are offences under the Licensing Act 2003. For example it is an offence to be party to the following:-

- Selling or supplying alcohol to a person who is drunk
- Knowingly allow disorderly conduct on licensed premises
- Being the holder of a premises licence or a designated premises supervisor to knowingly keep or to allow to be kept on licensed premises any good that have been imported without payment of duty or which have otherwise been unlawfully imported
- Sale of alcohol to under 18's
- Allowing the presence of children under 16 who are not accompanied by an adult between midnight and 5am at any premises licensed for the sale of alcohol for consumption on the premises, and at any time in premises used exclusively or primarily for the sale and consumption of alcohol.

**Conditions dealing with these matters are therefore not necessary and will not be attached to licences. Applicants should note that the absence of such conditions on any licence does not authorise the commission of such acts as a defence to such offences.**

General

Communication between premises

Communication devices, connecting premises licence holders, designated premises supervisor's, managers of premises and clubs to local police can provide for rapid response by the police to situations of disorder which may be endangering the customers and staff on the premises.

Such devices could provide two-way communication, enabling licence holders, managers, designated premises supervisors and clubs to report incidents to the police, and enabling the police to warn those operating a large number of other premises of potential trouble makers or individuals suspected of criminal behaviour that are about in a particular area. Licence holders, door supervisors, managers, designated premises supervisors and clubs can warn each other of the presence in an area of such people where these systems are used.

Where a condition requiring the text/radio pager which links the police is attached to a licence it will include the following:-

- The text/pager equipment is kept in working order at all times;
- The pager link is activated, made available to and monitored by a designated premises supervisor or by a responsible member of staff at all times that the premises are open to the public;
- Any police instructions/directions are complied with whenever given; and

- All instances of crime and disorder are reported via the text/radio [ager link by the DPS or responsible member of staff agreed to an agreed police contact point.

In relevant circumstances conditions may be imposed requiring the use and maintenance of such systems.

Door Supervisors

Conditions relating to the provision of door supervisors and security teams may be valuable in:

- Preventing the admission and ensuring the departure from the premises of the drunk and disorderly, without causing further disorder;
- Keeping out excluded individuals (subject to court bans or imposed by the licence holder);
- Searching and excluding those suspected of carrying illegal drugs, or carrying offensive weapons; and
- Maintaining orderly queuing outside of venues prone to such queuing.

Where door supervisors conducting security activities are required as a condition of licence, they are required to be registered with the Security Industry Authority, and conditions will also be imposed dealing with the number of such supervisors, the displaying of name badges, the carrying of proof of registration, where and at what times door staff should be stationed on the premises, and whether at least one female supervisor should be available (for example, if female customers are to be the subject of body searches).

Door supervisors also have a role to play in ensuring public safety.

Training of licence holders, door supervisors, and other workers

The Council requires that all persons employed on licensed premises are trained and made aware of their responsibilities in relation to the Act, especially the offences under the Act, and the conditions of the licence.

The Council consider it good practice for license holders, door supervisors and other staff to take part in a variety of training sessions, which could include but is not limited to:

- Safeguarding Children
- Safeguarding Vulnerable Adults
- Crowd Safety
- Counter-terrorism

Licensed premises will be required to document any training undertaken by staff. Such records will be kept for a minimum of one year and will be made available for inspection on request by an authorised officer or the police.

Sexual Violence and Vulnerability

All premises are highly recommended toe engage with South Yorkshire Police and the Council to implement the 'Ask for Angela' scheme. Appropriate training should be given to staff on the way in which this will be delivered at a premise level.

It is also recommended that licensed premises are able to provide information and signposting to local domestic abuse support services in a discrete and supportive way to those who may need this.

Single Can Sales

Single Can Sales can contribute to the harms relating to alcohol misuse, and particularly contribute to the harm caused to children and young people. Conditions may therefore be necessary to prevent sales of single cans of alcoholic drinks in areas where risk of harm is identified to be high.

Bottle bans

Bottle may be used as weapons inflicting more serious harm during incidents of disorder. Conditions may therefore be necessary to prevent sales of drinks in their bottles for consumption on the premises. However, the Council notes evidence that many women consider that drinking from bottles to be safer as it is easier for them to prevent the possible spiking of drinks with drugs in bottles the openings of which may be readily covered. These issues will therefore need to be carefully balanced when specifying such conditions.

Plastic containers and Toughened Glass

Glasses containing drinks may be used as weapons during incidents of disorder and can cause serious injuries. Consideration should therefore be given to conditions requiring either the use of plastic containers or toughened glass, that inflict less severe injuries. The location and style of the venue and the activities carried on there will be particularly considered in assessing whether such a condition is necessary. For example, the use of glass containers on the terraces of outdoor sports grounds may obviously be of concern, but similar concerns may also apply to indoor sports events such as boxing matches. Similarly, the use of such plastic containers or toughened glass during the televising of live sporting events, such as international football matches, when high states of excitement and emotion fuelled by alcohol might arise, may be a necessary condition. The use of plastic or paper drinks containers may also be relevant as measures to promote public safety.

CCTV

The presence of closed circuit television cameras can be an important means of deterring and detecting crime at and immediately outside licensed premises. Where such conditions are necessary there will also requirement to maintain cameras in working order, and to retain recordings for an appropriate period time. The approval of the police will be required as to the type and positioning of the equipment to be used.

Open containers not to be taken from the premises

Drinks purchased in licensed premises or clubs may be taken from those premises for consumption elsewhere. Where premises are licensed for the sale of alcohol for consumption off the premises that would be entirely lawful. However, consideration may be given to a condition preventing the taking of alcoholic and other drinks from the premises in open containers (e.g. glasses and opened bottles). This may be necessary to prevent the use of these containers as offensive weapons in surrounding streets after individuals have left the premises.

Restrictions on taking open containers from the premises may also be a relevant necessary measure to prevent public nuisance.

Restrictions on drinking areas

It may be necessary to restrict the areas where alcoholic drinks may be consumed in the premises after they have been purchased from the bar. An example would be a sports ground where it may be necessary to prevent the consumption of alcohol on the terracing of sports grounds during particular sports events. Such conditions will not only specify these areas, but indicate the circumstances in which the ban would apply and times at which it should be complied with.

Restrictions on drinking areas may also be relevant necessary measures to prevent public nuisance.

Capacity limits

Although most commonly considered as a condition of a licence on public safety grounds, consideration may also be given to conditions that set capacity limits for licensed premises or clubs where it may be necessary to prevent overcrowding which can lead to disorder and violence, Where such a condition is considered necessary, consideration may also be given to appropriate door supervisors needed to ensure that the numbers are appropriately controlled.

Proof of Age Cards

It is unlawful for children under 18 to attempt to buy alcohol just as it is unlawful to sell or supply alcohol to them. To prevent such crimes, it may be necessary to require a policy to be applied at certain licensed premises requiring the production of “proof of age” before such sales are made. Such a condition may also make provision for the production of other proof, such as photo-driving licences, student cards and passports to be acceptable.

The wording of any condition requires careful thought. For example many premises have adopted the “Challenge 21” or “Challenge 25” or other similar initiatives. Under Challenge 21/Challenge 25 those premises selling or supplying alcohol require sight of evidence of age from any person appearing to be under the age of 21/25 and who is attempting to buy alcohol.

Proof of age may also be relevant and necessary to protect children from harm.

Crime prevention notices

It may be necessary at some premises for notices to be displayed that warn customers of the prevalence of crime that may target them. For example, in certain areas, a condition attached to a premises licence or club premises certificate might require the displaying of notices at the premises which warn customers about the need to be aware of pickpockets or bag snatchers, and to guard their property. Similarly, it may be necessary for notices to be displayed, which advise customers not to leave bags unattended because of concerns about terrorism. Consideration may also be given to a condition requiring a notice to display the name of a contact for customers if they wish to report concerns.

Drinks promotions

Standard conditions will not be attached to premises licence or club premises certificates which promote fixed prices for alcoholic drinks. Conditions tailored to the individual circumstances of particular premises, which address irresponsible drinks promotions, may be considered where it is considered this is necessary for the promotion of the licensing objectives.

Irresponsible promotions are addressed through mandatory licensing conditions. The licensing authority however will be objective when considering whether a promotion is responsible or irresponsible within the context of the licensing objectives.

Signage

It may be necessary for the normal hours under the terms of the premises licence or club premises certificate at which licensable activities are permitted to take place.

Similarly, it may be necessary for any restrictions on the admission of children to be displayed on or immediately outside the premises so that the consequences of breaches of these conditions would also be clear and to deter those who might seek admission in breach of those conditions.
Furthermore, signage promoting the responsible consumption of alcohol is encouraged to be added across the venue. For example, Drink Aware publicity material would be encouraged across a venue to promote responsible drinking habits.

Large Capacity Venues used exclusively or primarily for the “vertical” consumption of alcohol (HVVDs)

Large capacity “vertical drinking” premises, sometimes called High Volume Drinking Establishments (HVVDs) are premises which have exceptionally high capacities, used primarily or exclusively for the sale and consumption of alcohol and little or no seating for patrons.

Where necessary and appropriate conditions can be attached to licences for these premises which require adherence to:

- A prescribed capacity

- An appropriate ratio of tables and chairs to customers based on the capacity; and
- The presence of security staff holding the appropriate SIA licence or exemption to control entry for the purpose of compliance with the capacity limit.

## CONDITIONS RELATING TO PUBLIC SAFETY

General

The following options will be considered as measures that, if necessary, would promote public safety. It should be recognised however that special issues might arise in connection with outdoor and large-scale events.

Whether or not any risk assessment shows any of the measures to be necessary in the individual circumstances of any premises will depend on a range of factors including the nature and style of the venue, the activities being conducted there, the location of the premises and the anticipated clientele of the business involved.

Necessary conditions of the licence or certificate will also depend on local knowledge of the character and vicinity of the premises.

In addition, to considering the points made in this Annex, those preparing operating schedules or club operating schedules, and responsible authorities should consider:

- Model National and Standard Conditions for Place of Public Entertainment and Associated Guidance ISBN 1 904031 11 0 (Entertainment Technology Press – ABTT Publications)

- The Event Safety Guide – A guide to health, safety and welfare at music and similar events (HSE 1999)(“The Purple Book “) ISBN 0717624536

- Managing Crowds Safely (HSE 2000) ISBN 9780717618347

- Guide to Safety at Sports Grounds (The Stationery Office, 2008) (“The Green Guide 5th Edition”) ISBN 978 0 11 702074 0

- Safety Guidance for Street Arts, Carnival, Processions and Large Scale Performances published by the Independent Street Arts Network, copies of which may be obtained though http://www.streetartsnetwork.org.uk/

- Fire Safety Risk Assessment – Small and Medium Places of Assembly ISBN 978185112820-4

- Fire Safety Risk Assessment – Large Places of Assembly ISBN 978185112821-1

- The Fire Safety (Regulatory Reform) Order 2005

- The following British Standards should also be considered:

    - BS 9999 : 2008
    - BS 5839 : Part 1 : 2002 (Fire Detection/Fire Alarms)

    - BS 5266 : Part 1 : 2005 (Emergency Lighting)

Harms associated to alcohol

It is well evidenced that the excessive consumption of alcohol can have significant harms on individuals and that licensees have an important role in promoting responsible drinking. Consideration will be given to conditions which ensure that:

- Premises promote a good range of low-alcohol or alcohol-free drinks to enable customers to choose drinks with a lower alcohol volume. These should be readily available and of a similar price to alcoholic equivalents.

- The premise does not promote any reduced drink price through a promotion, to promote responsible drinking.

- A premise has a process to provide details of local alcohol support services to customers in a discrete and supportive way.

Disabled People

Consideration will also be given to conditions that ensure that:

- When disabled people are present, adequate arrangements exist to enable their safe evacuation in the event of an emergency: and

- Disabled people and all employed staff on the premises are made aware of those arrangements.

Escape routes

It may be necessary to include conditions relating to the maintenance of all escape routes and exits including external exists. These might be expressed in terms of the need to ensure that such exits are kept unobstructed, in good order with non-slippery and even surfaces, free of trip hazards and clearly identified. In restaurants and other premises where chairs and tables are provided this might also include ensuring that internal gangways are kept unobstructed.

In certain premises where existing legislation does not provide adequately for the safety of the public, consideration might also be given to conditions that ensure that:

- All exits doors are easily opened without the use of a key, card, code or similar means;

- Doors at such exits are regularly checked to ensure that they function satisfactorily and a record of the check kept;

- Any security fastenings are removed prior to the premises being open to the public;

- All fire doors are maintained effectively self-closing and shall not be held open;

- Fire resisting doors to ducts, service shafts, and cupboards shall be kept locked shut; and

- The edges of the treads of steps and stairways are maintained so as to be conspicuous.

Safety checks

In certain premises where existing legislation does not provide adequately for the safety of the public or club members and guests, consideration might also be given to conditions that ensure that:

- Safety checks are carried out before the admission of the public; and

- Details of such checks are kept in a Log Book.

Curtains, hangings, decorations and upholstery

In certain premises where existing legislation does not provide adequately for the safety of the public or club members and guests, consideration might also be given to conditions that ensure that:

- Hangings, curtains and temporary decorations are maintained in a flame-retardant condition;

- Any upholstered seating meets on a continuous basis the pass criteria for smouldering ignition source 0, flaming ignition source 1 and crib ignition source 5 when tested in accordance with section 5 of BS 5852:1990;

- Curtains, hangings and temporary decorations are arranged so as not to obstruct exits, fire safety signs or fire-fighting equipment; and

- Temporary decorations are not used without the prior written consent of the licensing authority.

Accommodation limits

In certain premises where existing legislation does not provide adequately for the safety of the public or club members and guests, consideration might also be given to conditions that:

- Arrangements are made to ensure that any capacity limit imposed under the premises licence or club premises certificate are not exceeded; and

- The licence holder, a club official, manager or designated premises supervisor are aware of the number of people on the premises and required to inform any authorised person on request.

Fire action notices

In certain premises where existing legislation does not provide adequately for the safety of the public or club members and guests, consideration might also be given to conditions that:

- Notices detailing the actions to be taken in the event of fire or other emergencies, including how the fire brigade should be summoned, are prominently displayed and protected from damage and deterioration.

Outbreaks of fire

In certain premises where existing legislation does not provide adequately for the safety of the public or club members and guests, consideration might also be given to conditions that:

- The fire brigade service must be called at once to any outbreak of fire, however slight, and the details recorded in a Fire Log-book.

Loss of water

In certain premises where existing legislation does not provide adequately for the safety of the public or club members and guests, consideration might also be given to conditions that:

- The local Fire Control Centre are notified as soon as possible if the water supply to any hydrant, hose reel, sprinkler, drencher or other fire extinguishing installation is cut off or restricted.

Access for emergency vehicles

In certain premises where existing legislation does not provide adequately for the safety of the public or club members and guests, consideration might also be given to conditions that:

- Access for emergency vehicles is kept clear and free from obstruction.

First Aid

In certain premises where existing legislation does not provide adequately for the safety of the public or club members and guests, consideration might also be given to conditions that:

- Adequate and appropriate supply of first aid equipment and materials is available on the premises.

- If necessary, at least one suitably trained first aider shall be on duty when the public are present; and if more than one suitably trained first aider that their respective duties are clearly defined.

Lighting

In certain premises where existing legislation does not provide adequately for the safety of the public or club members and guests, consideration might also be given to conditions that:

- In the absence of adequate daylight, the lighting in any area accessible to the public, members or guests shall be fully in operation when they are present.

- Fire safety signs are adequately illuminated.

- Emergency lighting is not to be altered without the written consent of the licensing authority

- Emergency lighting batteries are fully charged before the admission of the public, members or guests.

- In the event of the failure of normal lighting, where the emergency lighting battery has a capacity of one hour, arrangements are in place to ensure that the public, members or guests leave the premises within 20 minutes unless within that time normal lighting has been restored and the battery is being re-charged; and if the emergency lighting battery has a capacity of three hours, the appropriate period by the end of which the public should have left the premises is one hour.

Temporary electrical installations

In certain premises where existing legislation does not provide adequately for the safety of the public or club members and guests, consideration might also be given to conditions that:

- Temporary electrical wiring and distribution systems are not provided without notification to the licensing authority at least ten working days before the commencement of the work.

- Temporary electrical wiring and distribution systems shall comply with the recommendations of BS 7671 or where applicable BS 7909.

- Temporary electrical wiring and distribution systems are inspected and certified by a competent qualified person before they are put to use.

Ventilation

In certain premises where existing legislation does not provide adequately for the safety of the public or club members and guests, consideration might also be given to conditions that:

- The premises are effectively ventilated and verified as such by the licensing authority.

- Where the ventilation system is designed to maintain positive air pressure within part of the premises, that pressure is maintained whenever the public, member or guests are present in that part of the premises.

- Ventilation ducting is kept clean.

- Air filters are periodically cleaned and replaced to maintain air supply.

Indoor Sports Entertainments

In certain premises where existing legislation does not provide adequately for the safety of the public or club members and guests, consideration might also be given to conditions that:

- If necessary, an appropriately qualified medical practitioner is present throughout a sports entertainment involving boxing, wrestling, judo, karate or other sports entertainment of a similar nature.

- Where a ring is involved, it is constructed and supported to the satisfaction of the licensing authority and any material used to form the skirt around the ring is flame-retardant.

- At any wrestling or other entertainments of a similar nature members of the public do not occupy any seat within 2.5 meters of the ring.

- At water sports entertainments, staff adequately trained in rescue and life safety procedures are stationed and remain within the vicinity of the water at all material times (see also *Managing Health and Safety in Swimming Pools* issued jointly by the Health and Safety Commission and Sport England)

## Conditions Relating to Theatres and Cinemas

In addition to the points made above, there are particular matters in the context of public safety and fire safety, which should be considered in connection with theatres and cinemas. The points, which follow, are examples of the types of specialised conditions that may be necessary for these premises.

### Premises used for Closely Seated Audiences

Attendants

a) The number of attendants on each floor in a closely seated auditorium be required in accordance with the following formula:

| Number of members of the audience present on a floor | Minimum number of attendants required to be present on that floor |
|---|---|
| 1 – 100 | One |
| 101 – 250 | Two |
| 251 – 500 | Three |

| | |
|---|---|
| 201 – 750 | Four |
| 751 – 1000 | Five |
| And one additional attendant for each additional 250 persons (or part thereof) | |

b) Attendants shall not be engaged in any duties that would hinder the prompt discharge of their duties in the event of an emergency or entail their absence from that floor or auditorium where they are on duty.

c) Any attendant shall be readily identifiable to the audience (but this need not entail the wearing of a uniform).

d) The premises shall not be used for a closely seated audience except in accordance with seating plan(s), a copy of which is available at the premises and shall be shown to any authorised person on request.

e) No article shall be attached to the back of any seat, which would reduce the clear width of gangways or cause a tripping hazard or obstruction.

f) A copy of any certificate relating to the design, construction and loading of any temporary seating shall be kept available at the premises and shall be shown to any authorised person on request.

Standing and Sitting in Gangways etc

a) Sitting on floors shall not be permitted except where authorised in the premises licence or club premises certificate.

b) Waiting or standing shall not be permitted except in areas designated in the premises licence or club premises certificate.

c) In no circumstances shall anyone be permitted to

i) sit in any gangway
ii) stand or sit in front of any exit; or
iii) stand or sit on any staircase including any landings

Drinks

Except as authorised by the premises licence or club premises certificate, no drinks shall be sold to or be consumed by a closely seated audience except in plastic and paper containers.

Balcony Fronts

Clothing or other objects shall not be placed over balcony rails or upon balcony fronts.

Special effects

Any special effects or mechanical installation should be arranged and stored so as to minimise any risk to the safety of the audience, the performers and staff. Special effects include:

- Dry ice machines and cryogenic fog
- Smoke machines and fog generators
- Pyrotechnics, including fireworks
- Real flame
- Firearms
- Motor vehicles
- Strobe lighting
- Lasers (see HSE Guide Safety of lasers used for display purposes [HS(G)95] and BS EN 60825: Safety of laser products)
- Explosives and highly flammable substances

In certain circumstances, it may be necessary to require that certain special effects may only be used with the prior consent of the licensing authority.

Scenery

Any scenery should be maintained flame-retardant.

Safety Curtain

Where a safety curtain is necessary, it should be arranged so as to protect the audience from the effects of fire or smoke on stage for sufficient time to enable the safe evacuation of the auditorium.

Where a stage with a proscenium arch is not equipped with a safety curtain, any curtains provided between the stage and the auditorium should be heavyweight and be made of non combustible material or inherently or durably treated flame-retarded fabric.

Ceilings

All ceilings in those parts of the premises to which the audience are admitted should be inspected by a suitably qualified person every five years and a certificate concerning the condition of the ceilings forwarded to the licensing authority.

Seating

Where the potential audience exceeds 250 all seats in the auditorium should, except in boxes accommodating not more than 8 persons, be either securely fixed to the floor or battened together in lengths of not fewer than four or more than twelve.

**Premises used for Film Exhibitions**

Attendants – premises without a staff alerting system

Where the premises are not equipped with a staff alerting system the number of attendants present should be as set out in the table below:

| **Number of members of the audience present on the premises** | **Minimum number of attendants required to be on duty** |
|---|---|
| 1 – 250 | Two |
| **And one additional attendant for each additional 250 members of the audience present (or part thereof)** | |
| Where there are more than 150 members of an audience in any auditorium or any floor | At least one attendant shall be present in any auditorium or on any floor |

Attendants – with a staff alerting system

a) Where premises are equipped with a staff alerting system the number of attendants present should be as set out in the table below:

| Number of members of the audience present on the premises | Minimum number of attendants required to be on duty | Minimum number of staff on the premises who are available to assist in the event of an emergency |
|---|---|---|
| 1 – 500 | Two | One |
| 501 – 1000 | Three | Two |
| 1001 – 1500 | Four | Four |
| 1501 or more | Five plus one for every 500 (or part thereof) persons over 2000 on the premises | Five plus one for every 500 (or part thereof) persons over 2000 on the premises |

b) Staff shall not be considered as being available to assist in the event of an emergency if they are:

i) the holder of the premises licence or the manager on duty at the premises; or
ii) a member of staff whose normal duties or responsibilities are likely to significantly affect or delay his response in an emergency situation; or
iii) a member of staff whose usual location when on duty is more than 60 metres from the location to which he is required to go on being alerted to an emergency situation.

c) Attendants shall as far as reasonably practicable be evenly distributed throughout all parts of the premises to which the public have access and keep under observation all parts of the premises to which the audience have access.

d) The staff alerting system shall be maintained in working order.

Minimum Lighting

The level of lighting in the auditorium should be as great as possible consistent with the effective presentation of the film; and the level of illumination maintained in the auditorium during the showing of films would normally be regarded as satisfactory if it complies with the standards specified in BS CP 1007: Maintained Lighting for Cinemas.

Flammable films

No flammable films should be allowed on the premises without the consent of the licensing authority.

## CONDITIONS RELATING TO THE PREVENTION OF PUBLIC NUISANCE

It should be noted that provisions of the Environmental Protection Act 1990 and the Noises Act 1996 provide some protection to the general public from the effects of noise nuisance. In addition, the provisions in Part 8 of the Licensing Act 2003 enable a senior police officer to close down instantly for up to 24 hours licensed premises and premises carrying on permitted temporary activities that are causing noise nuisance resulting from noise emanating from the premises. These matters will be considered before deciding whether or not conditions are necessary for the prevention of public nuisance.

### General

When applicants for premises licences or club premises certificates are preparing their operating schedules or club operating schedules and responsible authorities are considering such applications the Council, as licensing authority is considering following the receipt of relevant representations from a responsible authority or interested party, the following options may be considered as necessary, would promote the prevention of public nuisance.

Whether or not any risk assessment shows them to be necessary in the individual circumstances of any premises will depend on a range of factors including the nature and style of the venue, the activities being conducted there, the location of the premises and the anticipated clientele of the business involved.

Necessary conditions for licences and certificates will also depend on local knowledge of the character and the vicinity of the premises.

### Hours

The hours during which the premises are permitted to be open to the public or to members and their guests may be restricted (other than where they are protected by the transitional provisions of the Licensing Act 2003) to less than those applied for by the imposing of conditions of a premises licence or a club premises certificate for the prevention of public nuisance. But this will be balanced by the potential impact on disorder that could result from artificially early fixed closing times.

Restrictions may be necessary on the times when certain licensable activities take place even though the premises may be open to the public at such times. For example, the playing of recorded music after a certain time might be prohibited, even though other licensable activities are permitted to continue.

Restrictions may be necessary on the parts of premises that might be used for certain licensable activities at certain times. For example, while the provision of regulated entertainment might be permitted while the premises is open to the public or members and their guests, regulated entertainment might not be permitted in garden areas of the premises after a certain time.

Noise and vibration

In certain premises where existing legislation does not provide adequately for the prevention of public nuisance, consideration may be given to conditions that ensure that:

- Noise or vibration does not emanate from the premises so as to cause a nuisance to nearby properties. This might be achieved by a requirement to keep doors and windows at the premises closed, or to use noise limiters on amplification equipment used at the premises.
- Prominent clear and legible notices are displayed at all exits requesting the public to respect the needs of local residents and to leave the premises and the area quietly.
- The use of explosives, pyrotechnics and fireworks of a similar nature which could cause disturbance in surrounding areas being restricted or prohibited.
- The placing of refuse – such as bottles – into receptacles outside the premises takes place at times that will minimise the disturbance to nearby properties.

Noxious smells

In certain premises where existing legislation does not provide adequately for the prevention of public nuisance, consideration may be given to conditions that ensure that:

- Noxious smells from licensed premises are not permitted so as to cause a nuisance to nearby properties and the premises are properly vented.

Light pollution

In certain premises where existing legislation does not provide adequately for the prevention of public nuisance, consideration may be given to conditions that ensure that:

- Flashing or particularly bright lights on or outside licensed premises do not cause a nuisance to nearby properties. The need for any such condition will be balanced against the benefits to the prevention of crime and disorder of bright lighting in certain places.

Litter

In certain premises where existing legislation does not provide adequately for the prevention of public nuisance, consideration may be given to conditions that ensure that:

- Litter is properly controlled through a waste management strategy agreed with the licensing authority, and that conditions to prevent unlawful advertising in relation to those premises are imposed.

## CONDITIONS RELATING TO THE PROTECTION OF CHILDREN FROM HARM

It should be noted that it is unlawful under the 2003 Act to permit unaccompanied children under the age 0f 16 to be present on premises exclusively or primarily used for the supply of alcohol for consumption on those premises under the authorisation of a premises licences, club premises certificates or a temporary event notice when open for the purposes of being used for the supply of alcohol for consumption there.

In addition, it is an offence to permit the presence of children under 16 who are not accompanied by an adult between midnight and 5am at all premises supplying alcohol for consumption on those premises under the authorisation of any premises licence, club premises certificate or temporary event notice. Conditions duplicating these provisions are therefore unnecessary.

Requirements for safeguarding measures relevant to licence holders and workers

It strongly recommended that persons employed on licensed premises, in particular those providing facilities and or entertainment for children and youths, receive appropriate training covering the safeguarding of children and other vulnerable groups and, if appropriate, have the necessary DBS checks.

Access for children to licensed premises – in general

Restrictions on the access of children under 18 to premises where licensable activities are being carried on will be considered where it is necessary to protect children from harm.

For any premises with known associations (having been presented with evidence at a hearing) with underage drinking, drugs, significant gambling, or any activity or entertainment (whether regulated entertainment or not) of a clearly adult or sexual nature, there will be a strong presumption against permitting any access at all for children less than 18 years.

Applicants wishing to allow access for children to premises where these associations may be relevant, when preparing operating schedules or club operating schedules or variations of those schedules for the purposes of obtaining or varying a premises licence or club premises certificate should:

- Explain their reasons; and
- Outline in detail the steps that they intend to take to protect children form harm on such premises.

For any premises, not serving alcohol for consumption on the premises, but where the public are allowed on the premises after 10pm in the evening, there will be a presumption against the presence of children under the age of 12 unaccompanied by adults after that time.

Applicants wishing to allow access when preparing operating schedules or variations of those schedules or club operating schedules for the purposes of obtaining or varying a premises licence or club premises certificate should:

- Explain their reasons; and
- Outline in detail the steps that they intend to take to protect children from harm on such premises.

In any other case, subject to the premises licence holder or club's discretion, the expectation would be for unrestricted access for children of any age to premises. Where an applicant intends to exclude children totally from the premises then this should be made clear on the operating schedule.

The Portman Group Code of Practice on the Naming, Packaging and Promotion of Alcoholic Drinks

The Portman Group operates on behalf of the alcohol industry a Code of Practice on the naming, packaging and promotion of alcoholic drinks. The code seeks to ensure that drinks are packaged and promoted in a socially responsible manner and only to those who are 18 years or older. Complaints about products under the code are considered by the Independent Complaints Panel and the Panels decisions are published on the Portman Groups website, in the trade press and in annual report. If products packaging or point of sale advertising is found to be in breach of the Code the Portman Group may issue a Retailer Alert Bulletin to notify retailers of the decision and ask them not to replenish stocks of any such product until the decision has been complied with. The Code is an important mechanism in protecting children from harm because it addresses the naming, marketing and promotion of alcoholic products sold in licensed premises in a manner which may appeal to or attract minors.

Consideration may be given to attaching conditions to premises licences and club premises certificates that require compliance with the Portman Groups Retailer Alert Bulletins.

<u>Age Restrictions – specific</u>

Under the 2003 Act a wide variety of licensable activities could take place at various types of premises and at different times of the day and night. It may be appropriate to allow children unrestricted access at particular times and when certain activities are not taking place. However, following representations made by responsible authorities and interested parties it may be necessary to consider a range of conditions that are tailored to the particular premises and their activities where these are necessary. The following will b expected to be considered:

- The times of during when age restrictions should and should not apply. For example, the fact that adult entertainment may be presented at premises after 8pm does not mean that it would be necessary to impose age restrictions for earlier parts of the day. Any conditions imposed would clarify the position.
- Types of event or activity in respect of which no age restrictions may be needed, for example;

    - Family entertainment; or
    - Non-alcohol events for young age groups such as under 18s dances

- Similarly, types of event or activity which give rise to a more acute need for age restrictions than normal, for example;

    - During “Happy Hours” or on drinks promotion nights
    - During activities outlined above.

Age Restrictions – cinemas

The Secretary of State considers that, in addition to the mandatory condition imposed by virtue of section 20, (requiring the admission of children to films to be restricted in accordance with recommendations given either by a body designated under section 4 of the Video Recordings Act 1984 or by the licensing authority itself), conditions restricting the admission of children to film exhibitions should include:

- A condition that where the licensing authority itself is to make recommendations on the admission of children to films, the cinema or venue operator must submit any film to the authority that it intends to exhibit 28 days before it is proposed to show it. This is to allow the authority time to classify it so that the premises licence holder is able to adhere to any age restrictions then imposed.
- A condition that when films are classified, by either the film classification body as specified in the licence or the licensing authority, they should be classified in the following way;

    - U Universal – suitable for audiences aged four years and over
    - PG – Parental Guidance – some scenes may be unsuitable for young children
    - 12A – Passed only for viewing by persons aged 12 years or older or persons younger than 12 when accompanied by an adult
    - 15 – Passed only for viewing by persons aged 15 years and over
    - 18 – Passed only for viewing by persons aged 18 years and over.

- That conditions specify that immediately before each exhibition at the premises of a film passed by the British Board of Film Classification there shall be exhibited on screen for at least five seconds in such a manner as to be easily read by all persons in the auditorium a reproduction of the certificate of the Board or, as regards a trailer advertising a film, of the statement approved by the Board indicating the classification of the film.
- A condition that when a licensing authority has made a recommendation on the restriction of admission of children to a film, notices are required to be displayed both inside and outside the premises so that persons entering can readily be made aware of the classification attached to any film or trailer. Such a condition might be expressed in the following terms:

    “Where a programme includes a film recommended by the licensing authority as falling into the 12, 12A, 15 or 18 category no person appearing to be under the age of 12, under 12 and unaccompanied, 15 or 18 as appropriate shall be admitted to any part of the programme; and the licence holder shall display in

a conspicuous position at each entrance to the premises a notice in the following terms –

PERSONS UNDER THE AGE OF [INSERT APPROPRIATE AGE] CANNOT BE ADMITTED TO ANY PART OF THE PROGRAMME

Where films of different categories form part of the same programme, the notice shall refer to the oldest age restriction.

This condition does not apply to members of staff under the relevant age provided that the prior written consent of the person's parents or legal guardian has first been obtained".

Theatres

The admission of children to theatres, as with other licensed premises, is not expected to normally be restricted unless it is necessary to promote the licensing objective of the protection of children from harm. However, theatres may be the venue for a wide range of activities.

The admission of children to the performance of a play is normally expected to be at the licence holder and no condition restricting the access of children to plays should be attached. However, theatres may also present entertainment including, for example, variety shows, incorporating adult entertainment. A condition restricting the admission of children in such circumstances may be necessary. Entertainment may also be presented at theatres specifically for children (see below).

In this circumstance consideration will be given to whether a condition should be attached to premises licences, which requires the presence of a sufficient number of adult staff on the premises to ensure the wellbeing of children present on the premises during any emergency.

Entertainment especially for children

Where performances are presented especially for children in theatres, cinemas or other places of entertainment (e.g. children's disco) conditions are anticipated to be needed which require:

- An attendant to be stationed in the area(s) occupied by the children, in the vicinity of each exit, provided that on each level occupied by children the minimum number of attendants on duty should be one attendant per 50 children or part thereof.

The licensing authority will, having regard to any representations made by the responsible authorities on the issue, also consider whether or not standing should be allowed. For example, there may be reduced risk for children in the stalls than at other levels or areas in the building.

Children in performances

There are many productions each year that are one-off shows where the cast is made up almost entirely of children. They may be taking part as individuals or as part of a drama club, stage school or school group. The age of those involved may range from 5 to 18.

The Children (Performances) regulations 1968 as amended set out requirements for children performing in a show. Conditions will not duplicate those regulations. However, if it is necessary to consider imposing conditions, in addition to these requirements, for the promotion of the protection of children from harm then the matters outlined below will be considered:

- Venue – the backstage facilities should be large enough to accommodate safely the number of children taking part in any performance.
- Fire safety – all chaperones and production crew on the show should receive instruction on the fire procedures applicable to the venue prior to the arrival of the children.
- Special effects – it may be inappropriate to use certain special effects, including smoke, dry ice, rapid pulsating or flashing lights, which may trigger adverse reactions especially with regard to children.
- Care of children – theatres, concert halls and similar places are places of work and may contain a lot of potentially dangerous equipment. It is therefore important that children performing at such premises are kept under adult supervision at all times including transfer from stage to dressing room and anywhere else on the premises. It is also important that the children can be accounted for at all times in case of an evacuation or emergency.

**Appendix B**

**Licensing Act 2003 Statement of Licensing Policy 2025-2030**

# Mandatory Conditions

**Mandatory Conditions applicable to all Premises Licences & Club Premises Certificates under the Licensing Act 2003**

**Supply of Alcohol**

1. No supply of alcohol may be made under the premises licence:

(a) at a time when there is no designated premises supervisor in respect of the premises licence, or

(b) at a time when the designated premises supervisor does not hold a personal licence or his personal licence is suspended.

2. Every supply of alcohol under the premises licence must be made or authorised by a person who holds a personal licence.

**Exhibition of Films**

3. Where a premises licence authorises the exhibition of films, the licence must include a condition requiring the admission of children to the exhibition of any film to be restricted in accordance with this section.

4. Where the film classification body is specified in the licence, unless subsection (3)(b) applies, admission of children must be restricted in accordance with any recommendation made by that body.

5. Where-

(a) The film classification body is not specified in the licence, or

(b) The relevant licensing authority has notified the holder of the licence that this subsection applies to the film in question, admission of children must be restricted in accordance with any recommendation made by that licensing authority.

6. In this section “Children” - means persons aged under 18; and “Film classification body” means the person or persons designated as the authority under section 4 of the Video Recordings Act 1984 (c.39) (authority to determine suitability of video works for classification).

**Door Supervision**

7. Where a premises licence includes a condition that at specified times one or more individuals must be at the premises to carry out a security activity, that licence must include a condition that each such individual must:

(a) Be authorised to carry out that activity by a licence granted under the Private Security Industry Act 2001;

(b) Be entitled to carry out activity by virtue of section 4 of the Act.

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8. But nothing in subsection (1) requires such a condition to be imposed:

(a) In respect of premises within paragraph 8(3)(a) of Schedule 2 to the

Private Security Industry Act 2001 (c.12) (premises with premises licences authorising plays or films); or

(b) In respect of premises in relation to:

(i) Any occasion mentioned in paragraph 8(3)(b) or (c) of that Schedule (premises being used exclusively by club with club premises certificate, under a temporary event notice authorising plays or films or under a gaming licence), or

(ii) Any occasion within paragraph 8(3)(d) of that Schedule (occasions prescribed by regulations under that Act).

9. For the purposes of this section:

(a) “Security activity” means an activity to which paragraph 2(1)(a) of that Schedule applies, and which is licensable conduct for the purposes of that Act.

(b) Paragraph 8(5) of that Schedule (interpretation of references to an occasion) applies as it applies in relation to paragraph 8 of that Schedule.

**Age Verification**

10.The premises licence holder or club premises certificate holder must ensure that an age verification policy is adopted in respect of the premises in relation to the sale or supply of alcohol.

11.The designated premises supervisor in relation to the premises licence must ensure that the supply of alcohol at the premises is carried on in accordance with the age verification policy.

12.The policy must require individuals who appear to the responsible person to be under 18 years of age (or such older age as may be specified in the policy) to produce on request, before being served alcohol, identification bearing their photograph, date of birth and either:

(a) a holographic mark, or

(b) an ultraviolet feature.

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**Permitted Price**

13.A relevant person shall ensure that no alcohol is sold or supplied for consumption on or off the premises for a price which is less than the permitted price.

14.For the purpose of this condition set out in paragraph 1:

(a) "duty" is to be construed in accordance with the Alcoholic Liquor Duties Act 1979(a);

(b) "permitted price" is the price found by applying the formula

P = D + (D X V)

Where:

(i) P is the permitted price,

(ii) D is the amount of duty chargeable in relation to the alcohol as if the duty were charged on the date of the sale or supply of the alcohol, and

(iii) V is the rate of value added tax chargeable in relation to the alcohol as if the value added tax were charged on the date of the sale or supply of the alcohol;

(c) 'relevant person" means, in relation to premises in respect of which there is in force a premises licence -

(i) the holder of the premises licence,

(ii) the designated premises supervisor (if any) in respect of such a licence, or

(iii) the personal licence holder who makes or authorises a supply of alcohol under such a licence;

(d) "relevant person" means, in relation to premises in respect of which there is in force a club premises certificate, any member or officer of the club present on the premises in a capacity which enables the member or officer to prevent the supply in question; and

(e) "value added tax" means value added tax charged in accordance with the Value Added Tax Act 1994(b).

15.Where the permitted price given by Paragraph (b) of paragraph 2 would (apart from this paragraph) not be a whole number of pennies, the price given by that sub-paragraph shall be taken to be the price actually given by that sub-paragraph rounded up to the nearest penny.

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16. (1) Sub-paragraph (2) applies where the permitted price given by Paragraph (b) of paragraph 2 on a day ("the first day") would be different from the permitted price on the next day ("the second day") as a result of a change to the rate of duty or value added tax.

(2) The permitted price which would apply on the first day applies to sales or supplies of alcohol which take place before the expiry of the period of 14 days beginning on the second day.

**Irresponsible Drink Promotions (applicable to 'on' & 'off' sales)**

17.The responsible person must ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible promotions in relation to the premises.

18.In this paragraph, an irresponsible promotion means any one or more of the following activities, or substantially similar activities, carried on for the purpose of encouraging the sale or supply of alcohol for consumption on the premises:

(a) games or other activities which require or encourage, or are designed to require or encourage, individuals to:

(i) drink a quantity of alcohol within a time limit (other than to drink alcohol sold or supplied on the premises before the cessation of the period in which the responsible person is authorised to sell or supply alcohol), or

(ii) drink as much alcohol as possible (whether within a time limit or otherwise).

(b) provision of unlimited or unspecified quantities of alcohol free or for a fixed or discounted fee to the public or to a group defined by a particular characteristic in a manner which carries a significant risk of undermining a licensing objective;

(c) provision of free or discounted alcohol or any other thing as a prize to encourage or reward the purchase and consumption of alcohol over a period of 24 hours or less in a manner which carries a significant risk of undermining a licensing objective;

(d) selling or supplying alcohol in association with promotional posters or flyers on, or in the vicinity of, the premises which can reasonably be considered to condone, encourage or glamorise anti-social behaviour or to refer to the effects of drunkenness in any favourable manner;

(e) dispensing alcohol directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of disability).

19.The responsible person must ensure that free potable water is provided on request to customers where it is reasonably available.

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**Alcoholic Drink Measures**

20.The responsible person must ensure that:

(a) where any of the following alcoholic drinks is sold or supplied for consumption on the premises (other than alcoholic drinks sold or supplied having been made up in advance ready for sale or supply in a securely closed container) it is available to customers in the following measures—

(i) beer or cider: ½ pint;

(ii) gin, rum, vodka or whisky: 25 ml or 35 ml; and

(iii) still wine in a glass: 125 ml;

(b) these measures are displayed in a menu, price list or other printed material which is available to customers on the premises; and

(c) where a customer does not in relation to a sale of alcohol specify the quantity of alcohol to be sold, the customer is made aware that these measures are available."

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**Appendix C**

**Licensing Act 2003 Statement of Licensing Policy 2025-2030**

# Immigration Act 2016: Entitlement to Work Identification Documentation

**Immigration Act 2016- Entitlement to Work Identification Documentation**

Applicants may be asked to demonstrate that they have the right to work in the UK and are not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity. They can do this by providing with their application, copies or scanned copies of the documents listed below (which do not need to be certified). The documents that demonstrate an entitlement to work in the licensing regime are based on existing prescribed document lists for checks undertaken by employers. They are set out in the following regulations: The Immigration (Restrictions on Employment) Order 2007 and the Immigration (Restrictions on Employment) (Codes of Practice and Amendment) Order 2014.

- An expired or current passport showing the holder, or a person named in the passport as the child of the holder, is a British citizen or a citizen of the UK and Colonies having the right of abode in the UK. See note below about which sections of the passport must be provided.

- An expired or current passport or national identity card showing the holder, or a person named in the passport as the child of the holder, is a national of an European Economic Area country or Switzerland.

- A Registration Certificate or document certifying permanent residence issued by the Home Office to a national of a European Economic Area country or Switzerland.

- A Permanent Residence Card issued by the Home Office to the family member of a national of a European Economic Area country or Switzerland.

- A current Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder indicating that the person named is allowed to stay indefinitely in the UK, or has no time limit on their stay in the UK.

- A current passport endorsed to show that the holder is exempt from immigration control, is allowed to stay indefinitely in the UK, has the right of abode in the UK, or has no time limit on their stay in the UK.

- A current Immigration Status Document issued by the Home Office to the holder with an endorsement indicating that the named person is allowed to stay indefinitely in the UK or has no time limit on their stay in the UK, when produced in combination with an official document giving the person’s permanent National Insurance number and their name issued by a Government agency or a previous employer.

- A full birth or adoption certificate issued in the UK which includes the name(s) of at least one of the holder’s parents or adoptive parents, when produced in combination with an official document giving the person’s permanent National Insurance number and their name issued by a Government agency or a previous employer.

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- A birth or adoption certificate issued in the Channel Islands, the Isle of Man or Ireland, when produced in combination with an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.

- A certificate of registration or naturalisation as a British citizen, when produced in combination with an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.

- A current passport endorsed to show that the holder is allowed to stay in the UK and is currently allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity.

- A current Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder which indicates that the named person can currently stay in the UK and is allowed to work relating to the carrying on of a licensable activity.

- A current Residence Card issued by the Home Office to a person who is not a national of an European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence.

- A current Immigration Status Document containing a photograph issued by the Home Office to the holder with an endorsement indicating that the named person may stay in the UK, and is allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity, when produced in combination with an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.

- A Certificate of Application, less than 6 months old, issued by the Home Office under regulation 17(3) or 18A(2) of the Immigration (European Economic Area) Regulations 2006, to a person who is not a national of an European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence.

- Reasonable evidence that the person has an outstanding application to vary their permission to be in the UK with the Home Office, such as the Home Office acknowledgement letter or proof of postage evidence, or reasonable evidence that the person has an appeal or administrative review pending on an immigration decision, such as an appeal or administrative review reference number.

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- Reasonable evidence that a person who is not a national of an European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence in exercising treaty rights in the UK including:

    - evidence of the applicant's own identity – such as a passport,
    - evidence of their relationship with the European Economic Area family member – e.g. a marriage certificate, civil partnership certificate or birth certificate, and
    - evidence that the European Economic Area national has a right of permanent residence in the UK or is one of the following if they have been in the UK for more than 3 months:

        a) working e.g. employment contract, wage slips, letter from the employer,
        b) self-employed e.g. contracts, invoices, or audited accounts with a bank,
        c) studying e.g. letter from the school, college or university and evidence of sufficient funds, or
        d) self-sufficient e.g. bank statements.

Family members of European Economic Area nationals who are studying or financially independent must also provide evidence that the European Economic Area national and any family members hold comprehensive sickness insurance in the UK. This can include a private medical insurance policy, an EHIC card or an S1, S2 or S3 form.

**Original documents must not be sent to licensing authorities.**

If the document copied is a passport, a copy of the following pages should be provided:-

- any page containing the holder's personal details including nationality;
- any page containing the holder's photograph;
- any page containing the holder's signature;
- any page containing the date of expiry; and
- any page containing information indicating the holder has permission to enter or remain in the UK and is permitted to work.

If the document is not a passport, a copy of the whole document should be provided.

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# GUIDANCE FOR APPLICANTS

Guidance notes on when a licence is needed and how to make an application are available from the Licensing Office on request.

## PUBLIC SAFETY GUIDANCE NOTE

Applicants are required to satisfy the Council that appropriate measures have been taken to ensure the safety of the public whilst on the premises. Details of the steps taken to achieve this objective must be contained within the operating schedule submitted with the application for a premises licence.

Public safety issues to be considered in drawing up operating schedules will vary according to the types of activities to be held on the premises but will generally include the following matters:

- Fire safety issues including:
- Means of escape in case of fire
- Travel distances
- Alarms
- Detection capabilities
- Emergency lighting
- Fire suppressing systems
- First aid/fire fighting equipment
- Enclosure of escape routes
- Fire doors
- Exit signage
- Facilities for disabled evacuation
- Layouts for temporary seating
- Access and facilities for fire fighting
- Fire resisting enclosures to high risk rooms
- Operation of fire safety systems within the premises
- Surface spread of flames ratings to walls and ceilings
- Fire retardant treatments for drapes, furnishings and decorations etc
- General fire precautions

Management arrangements including:

- Personal emergency and evacuation plans and disabled evacuation
- Evacuation procedures
- Entry/egress control
- Staff training
- Equipment testing and records
- General housekeeping
- Incident logs
- Checking availability of exit routes and final exit doors prior to occupation of the building

General structural safety including:

- Stability of external and internal walls
- Condition of floors, roof members, beams, mezzanine floors, stairs, lintels, ceilings and any other structural elements.

Fire resistance of the same

Safety of fixed appliances:

- Guarding to fires in public places

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- Boiler flues and combustion air

Safety of stairs, ramps etc:

- Guarding to stairs, landings, ramps and changes in level
- Robustness of guarding to areas subject to crowd loading
- Condition of stairs and ramps
- Headroom to stairs, ramps and escape routes
- Steepness of stairs – rise and going of treads
- Clear indication of floor surfaces
- General condition of floor surfaces (e.g. trip hazards, non slip surfaces)
- Provision of safety glazing in critical locations

Access and facilities for disabled people, elderly/infirm, parents with children:

- Provision of reasonable access
- Provision of reasonable facilities
- Adequate signage, lighting contrasts
- Provision of communication

Certification by a suitably qualified person may be required in respect of any of the above items.

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## HEALTH AND SAFETY GUIDANCE

## Licensing Applications

*Applicants are required by law to protect the health and safety of their employees and anyone on their premises. The following information has been produced to help you to fulfil your duties. Leaflets providing further detailed guidance are enclosed. A list of useful further reference guides is provided overleaf.*

- As an employer or self-employed person you are responsible for carrying out a risk assessment. This involves identifying any hazards in your workplace that may affect anyone (e.g. members of the public, visitors and employees) and taking suitable precautions to prevent them causing harm. The enclosed leaflet gives guidance on the five steps to carrying out a suitable risk assessment.

Where you have five or more employees, you are required to record the findings of your risk assessment.

You must consider all hazards in your risk assessment, including those affecting public safety. The following are examples of issues that should be considered as part of your risk assessment if they are applicable to your premises/work activities:

- Adequate guarding to stairs, landings, ramps and changes in level
- The provision of handrails to staircases
- Non-slip coverings to floors, stairs and ramps
- Floor coverings, stairs, external grounds and ramps in good condition
- Adequate headroom to stairs, ramps and escape routes
- Steepness of stairs
- Clear indication in changes in floor level and changes in floor coverings
- Provision of safety glazing where appropriate
- Safety and maintenance of electrical installations and appliances
- Guarding to fires in public places
- First aid and accidents

FACT: Slips and trips are one of the most common causes of injuries in work places and you must do all you can to prevent them (see enclosed leaflet).

- If you will be holding events at your premises, a risk assessment must be carried out for each event. The Health and Safety Executive produces a guidance document on Event Safety (see references).

- If you have five employees or more you are required by law to produce a written health and safety policy statement. The organisation and arrangements for carrying out the policy should be included in the statement and it must be brought to the attention of all employees. A guidance leaflet is enclosed.

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**Useful Free Information leaflets**

An introduction to Health and Safety (INDG259)

Take a fresh look at Health and Safety (INDG385)

1 Steps to Risk Assessment (INDG163)

Managing Health and Safety – 5 Steps to Success (INDG275)

Starting your business – Guidance on preparing Health and Safety Policy Document for small firms (INDG324)

Electrical Safety and You (INDG231)

Electrical Safety for Entertainers (INDG247)

Gas Appliances – Get them checked – Keep them safe (INDG238)

Preventing Slips and Trips at Work (INDG225(rev1))

Getting to grips with manual handling (INDG143(rev2))

Other Useful Guidance: The following publications can be obtained from HSE Books, PO Box 1999, Sudbury, Suffolk, CO10 2WA (Tel: 01787 881165).

The Event Safety Guide (HSG95) ISBN: 0 7176 2453 60

Working Together on Firework Displays (HSG123) ISBN: 0 7176 2478 1

Giving your own Firework Display (HSG124) ISBN: 0 7176 0836 0

Managing Crowds Safely (HSG154) ISBN: 0 7176 1834 X

Electrical Safety at Places of Entertainment (GS50) ISBN: 0 7176 1387 9

The Radiation Safety of Lasers used for Display Purposes (HSG95) ISBN: 0 7176 0691 0

Essentials of Health and Safety at Work ISBN: 0 7176 0716 X

Guidance on writing a Health and Safety Policy for the Licensed Trade is available from Federation of Licensed Victuallers Associations, Brighouse, 01484 710534

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## GUIDANCE NOTE FOR APPLICANTS IN RELATION TO NOISE FROM LICENSED PREMISES

These notes should be read in conjunction with Rotherham Council's Licensing Policy.

What is noise? Noise is, quite simply, unwanted sound. What is music to one person may be noise to another. Music and sound being played and generated in your premises may be enjoyed by your customers but is unlikely to be enjoyed by your neighbours.

Why do I need to be concerned about noise? Because the prevention of public nuisance is one of the objectives of the Licensing Policy and the minimisation of noise transmission from any licensed premises is fundamental to this objective.

Do I need the services of a Noise Consultant? Under normal circumstances no, however where noise control has been a problem in the past or is likely to be, and the solution to the problem is not easily resolved, you may require expert help and advice. Officers for the Community Protection Team will be able to undertake a comprehensive assessment of the problem. In situations where substantial changes or new build is being undertaken, it is recommended that a consultant be employed at the design stage.

The following issues should be considered when making an application for a licence.

The type of structure in which the entertainment is performed. If, for example, amplified music from either a live band or recorded music played by a DJ or karaoke is proposed, then it will be more intrusive to neighbours if residential properties or other noise sensitive properties, are attached or in close proximity. Sound is transmitted both through the air and via the structure of buildings, so if buildings are attached to your premise then noise may be transmitted by both these paths. If you occupy a public house in a row of terraced properties and wish to play amplified music it is highly likely your neighbours will be affected by the noise and consideration will have to be given to reducing the noise level, location of the speakers, and restriction of the hours of entertainment. Whereas if you occupy a public house which is detached and has no properties in the immediate vicinity you may not have to impose as many restrictions.

Doors and windows. Open doors and windows can be a particular problem in warmer weather when they are opened for ventilation. Windows may have to be kept closed when entertainment is taking place and an alternative form of ventilation such as air conditioning may have to be considered. Alarms may be fitted to windows to warn of customers opening windows. Secondary glazing may have to be installed, particularly if windows face noise sensitive property. Premises which have conservatories can be problematic where amplified music is played and consideration may have to be given to the provision of patio doors to the access to reduce noise emission. External doors may have to be provided with a lobby and a second set of doors to minimise noise emissions.

Extractor fan outlets and air bricks. Any holes in the fabric of the building can transmit noise and consideration needs to be given to the location of ventilation ducts and air grates in relation to noise sensitive properties. Silencers may have to be fitted to the outlets of ventilation ducts and acoustic louvers may have to be fitted to air grates.

Location and orientation of speakers. Speakers should be located away from party walls and orientated away from neighbouring properties. Where noise is transmitted to the structure, the speakers could be placed on a foam mat, or if they are suspended, hanging the speakers on spring hangers.

Level of the music. Music being played too loud is the most common reason for complaint with regard to entertainment. If the music is reduced to a level, which cannot be heard in

adjacent premises, then it will not be a problem. Sound limiting devices can be installed in premises to prevent the sound level within premises to prevent the sound level within premises exceeding a pre-determined level.

Restricting the hours of entertainment. There may be some events, which give rise to noise levels which can be heard in adjacent properties. These are likely to be the one off events, held infrequently and in outdoor locations, such as pop concerts. In these circumstances, as well as reducing the noise level to an acceptable level, restricting the hours of entertainment will be necessary.

Outdoor sources of noise. The hours of use of outdoor children's play areas, garden areas, balcony areas which are adjacent noise sensitive properties, may have to be restricted in the evening, to prevent undue disturbance. Use of such areas after 21.00 is not recommended.

Useful documents

Good Practice Guide on Control of Noise from Pubs and Clubs – Institute of Acoustics 2003.

Code of Practice on Environmental Noise at Concerts – Noise Council 1995.

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## PROTECTION OF CHILDREN FROM HARM

Example Risk Factors and Potential Control Measures Table

| Risk Factors | | Potential Control Measures |
|---|---|---|
| 1. | Any entertainment or services (regulated or otherwise) that are/include that of an adult or sexual nature. | • People under 18 not admitted or taking part in the entertainment/services (including staff if under 18).<br>• Action to be taken if a person under 18 is discovered on the premises, which help ensure their protection from harm.<br>• Measures for ensuring non-admission such as door supervision, age checks (including staff).<br>• Sufficient screening of the relevant entertainment/services from view of those under 18 (including staff) e.g. smoked windows, doors closed.<br>• Clear signage that entertainment/services are occurring which are not suitable for under 18s.<br>• Specify type of entertainment that will be provided (e.g. Lap Dancing Clubs) |
| 2. | Entertainment or services include strong and offensive language. | • People under 18 not admitted (including staff).<br>• People under 18 not within hearing distance. Soundproofing may be required.<br>• Measure for ensuring non-admission such as door supervision, age checks (including staff).<br>• Clear signage that entertainment/services are occurring which are not suitable for under 18s. |
| 3. | Convictions for underage sales of alcohol | • People under 18 not admitted (including staff).<br>• Evidence of suitable staff training and age identification scheme in place and followed.<br>• Signs provided informing customers that sales will not be made to under 18s and that age identification may be required. |
| 4. | Known reputation for underage drinking. | • People under 18 not admitted (including staff).<br>• Evidence of suitable staff training and age identification scheme in place and followed.<br>• Signs provided informing customers that sales will not be made to under 18s and that age identification may be |

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| | | required. |
| 5. | Known association with drug taking or dealing. | • People under 18 not admitted (including staff).<br>• Evidence of measures taken to prevent drug taking and dealing. |
| 6. | Strong element of gambling on the premises. | • People under 18 not admitted (including staff).<br>• Measures to screen the gambling activity off from children. |
| 7. | Children and performances | • Suitability and number of supervisors including care of children as they move from stage to dressing room etc. and to ensure that all children can be accounted for in case of an evacuation or emergency.<br>• Suitability of the venue, for example, to ensure it can accommodate safely the numbers of children intended.<br>• Fire safety, for example, that all chaperones and crew receive instruction on the fire procedures applicable to the venue prior to the arrival of the children.<br>• Special effects, as some may be inappropriate and may trigger adverse reactions in children, particularly e.g. flashing lights, dry ice, smoke, etc.<br>• Note: See The Children (Performances) Regulations 1968 as amended, but do not duplicate provisions. |
| 8. | Entertainment aimed at children | • Suitability and number of supervisors (see Statutory Guidance Annex F and also Appendix D of this document).<br>• Measures to ensure that seating/standing arrangements for children are suitable. |
| 9. | Concerns regarding admitting children to films that have been classified as beyond suitability for children's age. | • Staff training and age identification procedures.<br>• Signage to explain that children will not be admitted to film showings which are not suitable for their age group, and that adults should not purchase tickets on children's behalf in this respect (see Appendix D of this document). |
| 10. | Previous known concerns about danger to children at the premises. | • Measures to counter these specific dangers.<br>• State whether there have been any previous concerns about danger to |

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| | | children on your premises and specify these concerns.<br>• What action have you taken to counteract them. |
| 11. | Child-orientated premises located close to adult-orientated premises. | • Identification of any risks and control measures in place. |
| 12. | History of lack of suitability of age-identification procedures used on the premises. | • People under 18 not admitted.<br>• Evidence of suitable staff training and age identification scheme in place and followed.<br>• Signs provided informing customers that sales will not be made to under 18s and that age identification may be required. |
| 13. | Potential concerns regarding proposed staff customer and/or staff: children ratios. | • Measure to address these concerns |
| 14. | Potential concerns regarding qualifications of staff employed to look after children. | • Requirement for Criminal Records Bureau (CRB) checks for staff employed to look after children.<br>• Evidence of suitable training/experience. |
| 15. | Risk of children visiting the premises unaccompanied. | • Evidence of training and procedures to deal with such situations where they are deemed to be of potential harm to children. |
| 16. | Living accommodation for children on the premises. | • Assessment of potential risks and control measures in place. |
| 17. | Likelihood of premises attracting extremes of age groups. | • Assessment of potential risks and control measures in place. |
| 18. | Close proximity of premises to 'child sensitive' properties. | • Assessment of potential risks and control measures in place. |
| 19. | Lack of appropriate welfare facilities for children on premises (e.g. First Aid, toilets) | • Welfare facilities provided. |
| Risk Factors | | Potential Control Measures |
| 20. | There is a risk of physical, moral or psychological harm to children. | • Assessment of potential risks and control measures in place. |
| 21. | Children under 18 employed on premises where there is evidence of binge/underage drinking, drug dealing/taking, significant gambling or entertainment/services of an adult/sexual nature provided. | • Restriction of that employment<br>• Persons under 18 not admitted. |
| 22. | Concerns regarding child abuse on premises. | • Staff are familiar with reporting concerns to line manager who in turn should (if appropriate) contact The Children's Social Care Access Team on 01709 823987. |

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**APPENDIX E – Useful Contacts**

**Licensing Act 2003 Statement of Licensing Policy 2025-2030**

## USEFUL CONTACTS

**General Contact for Licensing matters and address for all applications:**

Rotherham MBC – Licensing Service
Community Safety and Street Scene
Riverside House
Main Street
Rotherham
S60 1AE

Email: licensing@rotherham.gov.uk
Website: www.rotherham.gov.uk

**Responsible Authorities**

Please ensure you send a full & complete copy of all your forms and documents, including any premises licence already held, to all the Responsible Authorities when you make any type of application.

If you fail to submit a correct application to the Responsible Authority they may consider the application to be incorrectly served and the application may not be accepted. In this case the process including the payment of all fees may need to be re-started.

**South Yorkshire Police**
Police Licensing Department
Force Headquarters
Carbrook House
5, Carbrook Hall Road
Sheffield
S9 2EH

Telephone : 0114 252 3948 or 0114 252 3617
Fax: 0114 252 3688
Email: rotherham_licensing@southyorks.pnn.police.uk

**South Yorkshire Fire and Rescue**
Business Fire Safety
Barnsley Fire Station
Broadway
Barnsley
S70 6RA

Email: Tfs.cs@syfire.gov.uk

**Health and Safety**
The Principal Officer for Food Health and Safety
Rotherham MBC Neighbourhood Standards
Floor 3 Wing A
Riverside House
Main Street
Rotherham
S61 1AE
Email: food.health&safety@rotherham.gov.uk

**Planning**
The Principal Planning Officer
Rotherham MBC Planning
Riverside House
Main Street
Rotherham
S60 1AE

Email: DevelopmentControl@rotherham.gov.uk

**Environmental Health**
Community Protection
Rotherham MBC
Riverside House
Floor 2 Wing B
Main Street
Rotherham
S60 1AE

Email: Env.Health@rotherham.gov.uk

**Child Protection**

The Operations Manager
Rotherham Safeguarding Children Board
Rotherham MBC Child Protection Unit
2nd Floor Wing A
Riverside House
Main Street
Rotherham
S61 1AE

Email: childprotection@rotherham.gov.uk

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**Weights and Measures**
Trading Standards Team
Rotherham MBC Neighbourhood Standards
Floor 2 Wing A
Riverside House
Main Street
Rotherham
S60 1AE
Email: trading.standards@rotherham.gov.uk

**Rotherham Public Health**
Director of Public Health
Rotherham Metropolitan Borough Council
Riverside House
Main Street
Rotherham
South Yorkshire
S60 1AE
Telephone: 01709 255840
Fax: 01709 255795

Email: publichealthadmin@rotherham.gov.uk

**Home Office**
Alcohol Licensing Team
Lunar House
40 Wellesley Road
Croydon
CR9 2BY

Email: alcohol@homeoffice.gsi.gov.uk

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**Appendix F**

**Licensing Act 2003 Statement of Licensing Policy 2025-2030**

# Licensing Objective Policies

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**Policy with regard to the Prevention of Crime and Disorder**

The Licensing Authority will not grant applications that do not promote the prevention of crime and disorder licensing objective. When considering the extent to which applicants have demonstrated that they will promote the crime and disorder objective, the Licensing Authority will take into account the factors set out below:

1. Whether the premises make or will make a contribution to levels of crime and disorder, and whether the Operating Schedule is based on an adequate risk assessment, undertaken by the applicant, which takes account of all the relevant considerations below to reduce the likelihood of crime and disorder occurring as a result of the grant of the application.

2. The levels of crime and disorder in and around the venue; the proposals contained in the operating schedule; the level of compliance to conditions on existing licences. This provides an illustrative but not exhaustive list of considerations, not all of which will be applicable to all premises.

3. Whether the layout, lighting and fittings of the premises have been designed so as to minimise conflict and opportunities for crime and disorder.

4. Whether the Operating Schedule includes appropriate management measures to prevent crime and disorder.

5. Whether the Operating Schedules for pubs and bars or for the provision of facilities for music and dancing have taken into account the possibility of crowding the areas set aside for drinking while standing..

6. Whether the premises has a sufficient CCTV system in place that will adequately support the recording of incidents and assist in the identification and prosecution of offenders.

7. Whether the Applicant has undertaken a terrorism threat risk assessment that ensures that any security-related vulnerabilities have been identified, and reasonable, and proportionate steps (in keeping with the size and nature of the operation), have been taken to reduce the risk from a terrorist attack.

8. Whether the applicant has provided an ACT security plan, including an outline of the proactive steps taken.

**Policy with regard to Public Safety**

The Licensing Authority will not grant applications that do not promote the public safety licensing objective. When considering the extent to which applicants have demonstrated that they will promote the public safety licensing objective, the Licensing Authority will take into account the factors set out below:

1. Whether appropriate and satisfactory general and technical risk assessments, management procedures and certificates have been made available to the relevant responsible authority and to the Licensing Authority that show the relevant considerations have been fully considered to demonstrate that the public will be safe within and in the vicinity of the premises.

2. Whether the premises already has a specified maximum capacity of people that can attend or be present and, if not, whether a risk assessment has been undertaken as to the maximum number of people who can be present in various parts of the premises so that it can be operated safely, and they can be evacuated safely in the event of an emergency.

3. Whether there are procedures proposed to record and limit the number of people on the premises with opportunities for "pass outs" and readmission.

4. Whether patrons can arrive at and depart from the premises safely.

5. Whether there may be overcrowding in particular parts of the premises.

6. Whether music and dance venues and performance venues will use equipment or special effects that may affect public safety (e.g. moving equipment, vehicles, pyrotechnics, strobe lights, smoke machines).

7. Whether due account has been given to:

    - Prevention of overcrowding.
    - Air conditioning and ventilation.
    - Availability of drinking water.
    - Affordable cloakrooms.
    - Further measures to combat dancers and others overheating.
    - Overall safety.

8. Whether there are defined responsibilities and procedures for medical and other emergencies and for calling the emergency services, e.g. terrorist threat or incident, fire, serious medical (e.g. heart attack) or trauma.

9. The levels of compliance with conditions on existing licences relating to public safety.

**Policy with regard to the Public Nuisance Licensing Objective**

The Licensing Authority will not grant applications that do not promote the public nuisance licensing objective. When considering the extent to which applicants have demonstrated that they will promote the public nuisance licensing objective, the Licensing Authority will take into account the factors set out below:

1. The potential for nuisance associated with the style, characteristics and activities of the business to be carried out at the premises and the potential steps which would be taken to reduce the risk of nuisance occurring.
2. This will particularly apply in areas of residential accommodation and where there is residential accommodation in proximity of the premises.

3. Whether Operating Schedules contain adequate measures to prevent noise and vibration, whether airborne or structure borne, generated from within the premises, outside it, or from an open site, that may cause disturbance to people in the vicinity. Regard will be had to disturbance of people whether at home, at work, staying in, or visiting the vicinity. However, stricter conditions will be imposed on premises licences in areas that have denser residential accommodation or have residential accommodation close to them. See Appendix 11.

4. Applicants will be expected to have included measures in their Operating Schedules that make adequate provision to limit noise and vibration, eating, drinking and smoking outside their premises and other environmental impacts by:

    - Restricting the generation of noise within the premises and from activities associated with the premises in the vicinity, or from an open-air site.
    - Limiting the escape of noise from the premises or open-air site.
    - Restrict noise emissions to below levels that could affect people in the vicinity going about their business, at work and when at home both while relaxing and while sleeping.
    - Minimising and controlling noise from customers arriving at the premises, or open-air site outside it and departing from it including noise and other nuisance caused by customers' transportation and how dispersal is managed.
    - Minimising and controlling noise from staff, contractors and suppliers and their activities.
    - Minimising and controlling noise from vehicles associated with and providing services to the premises or open-air site and their customers (including delivery companies).
    - Identifying whether people standing or sitting outside premises are likely to cause obstruction or other nuisance.
    - Identifying whether the premises are under or near to residential accommodation.

- Limiting the hours of the sale of alcohol in open containers or food for consumption outside the premises.
- Introducing measures to make sure that customers move away from outside premises when such sales cease.
- Implementing measures to collect drinking vessels and crockery, cutlery and litter.
- Limiting the extent and location of areas proposed to be set aside for the consumption of food, alcoholic drink and for smoking.
- Identify the measures proposed for the management of people leaving the premises to smoke and for their readmission; including managing readmissions in relation to any queuing for admission and to measures to ensure that security procedures apply equally to admissions and readmissions.
- Identifying whether there is a need for door supervisors to prevent or to control customers congregating in outdoor areas to smoke, consume food or drink (whether supplied from the premises or not), between certain hours or at all times. In addition, there may be particular issues of crime and disorder with regard to outside activities.
- Identify whether queuing is likely, and the steps proposed to prevent queuing or, if some queuing is inevitable, to divert queues away from residential properties and entrances of neighbouring premises, and to manage the queue to prevent disturbance or obstruction.
- Identify whether there are adequate measures to prevent:
    - Litter, smells, fumes, dust, tobacco or other smoke, or other emissions.
    - Street fouling.
    - Light pollution.
- Arising from the proposed licensable activity that may cause disturbance to people in the vicinity.
- Identify whether the proposed licensable activities will be likely to cause nuisance by congesting the pavement or the roadway, and so impeding reasonable access (including the access required to provide essential services such as refuse collection and street cleaning).
- Whether other measures to prevent nuisance such as the use of CCTV or the employment of registered door supervisors are appropriate.
- Whether the proposals would lead to the need for increased refuse storage or waste collection.
- Whether measures would be undertaken to prevent nuisance caused by the storage, handling and collection of refuse and recyclable materials.
- Whether the sale of take-away food is proposed, and the measures planned to prevent littering in the vicinity and to clear up any litter that occurs.

- Whether late night premises are likely to generate litter. Premises may need to make provision for patrols to clear up litter, taking into consideration the hours of street sweeping.

5. The measures proposed in the Operating Schedule should have regard to the impact of noise on the local area, and provide mitigating measures to reduce this impact.

Note: Both planning permission and an appropriate licence / permit may be required for providing seating for the use of customers on the public highway.

**Policy with regard to the Protection of Children from Harm Licensing Objective**

The Licensing Authority will not grant applications that do not promote the protection of children from harm licensing objective. When considering the extent to which applicants have demonstrated that they will promote the protection of children from harm licensing objective, the Licensing Authority will take into account the factors set out below:

1. Whether there are appropriate measures in place to protect children from harm.

2. Whether there are effective measures to check the age of young people who appear under 18 to ensure that:

   - Alcohol is not sold to a person under the age of 18.
   - Access is not permitted to a person under 18 years of age to a premises, a performance of entertainment or an exhibition of a film intended for adults only.
   - Those under 16, if permitted to enter the premises are accompanied by an adult.

3. Whether the supply of alcohol for consumption on the premises is the exclusive or primary purpose of the services provided at the premises.

4. Whether accompanied children under 16 on the premises of which the primary purpose is supply of alcohol for consumption on the premises, are taking a table meal or are being entertained by a live performance.

5. The hour to which accompanied children under 16 are proposed to be on the premises where the exclusive or primary purpose of the services provided at the premises is the supply of alcohol for consumption on the premises.

6. Whether due regard is paid to industry codes of good practice on the labelling and display of alcoholic drinks.

7. Whether there are adequate procedures for identifying unaccompanied or lost children and ensuring that they are kept safe and adequately supervised until they can be handed over to a responsible adult.

8. The likelihood of children being attracted to the premises; e.g. by the nature of activities or facilities provided whether or not these are licensed.

9. Whether there is evidence of heavy, binge or underage drinking, use of drugs or other intoxicating substances on the premises.

10. Whether the premises commonly provide entertainment or services of an adult or sexual nature.

11. Whether there is a strong element of gambling on the premises (but not, for example, the presence of a small number of cash prize gaming machines).

12. Whether films are to be shown and the measures to restrict children from viewing age restricted films classified according to the recommendations of the British Board of Film Classification or the council itself.

13. If performances or activities are likely to attract children, the number of adults required for the supervision of children.

14. Where play facilities are provided, if an adequate risk assessment has been made and appropriate measures taken.

15. The measures to be taken to ensure that those supervising or having significant contact with children have been appropriately vetted to ensure that they pose no risk to children.

16. Proposals for the provision or arrangement for safe transport for children.

Safeguarding of children applies to all staff (paid or unpaid) involved in the operation and management of licensed premises and is a key part to protecting children from harm. The Licensing Authority will expect applicants to demonstrate that they will have systems and processes in place to adequately safeguard children as set out within the minimum criteria below.

The applicant should ensure that their staff have a basic awareness of child protection issues. This includes:

- Being alert to the possibility of child abuse and neglect, i.e. the definition, prevalence, identifying features in a child or adult, legal parameters and social consequences.
- Having enough knowledge to recognise an abusive or potentially abusive event or set of circumstances.
- Knowing who in the organisation to raise your concerns with.
- Being competent in taking the appropriate immediate or emergency action.
- Knowing how to make a referral to the Council's Children Services Department and/or the Police.
- The licensee can demonstrate that they understand their responsibilities for ensuring that they and their staff are familiar with, and competent with Safeguarding Children.

In operating and managing a licensed premises the applicant should designate either themselves or a senior staff member to have the following responsibilities in relation to safeguarding children for the licensed premises:

- Ensure safeguarding children training is provided for all staff.
- Monitor and record whether all staff have received the minimum (initial and refresher) safeguarding children training.
- Ensure all staff have read and know where to find this policy and the Government Guidance: “What To Do If You’re Worried A Child is Being Abused”.
- Provide advice and support to staff when they have a concern about safeguarding a child.
- Have a system in place to record all concerns raised by staff.
- Be the contact person for the council’s Children’s Services Department and the Police in relation to all incidents or concerns related to the safeguarding of children on or linked to the premises.
- Ensure all staff are made aware that if the person who they suspect may be harming children is senior to them in the licensed premises staff hierarchy they can contact the council’s Children’s Services Department and the Police directly.

**Appendix G**

**Licensing Act 2003 Statement of Licensing Policy 2025-2030**

# Operational Considerations

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**General operational considerations**

Where relevant representations have been made, we will particularly consider the following:

**Pre-opening**

Ensure customers are provided with key information and the venue is safe to open to the public e.g.:

- Use of tickets, website and social media, and customer contact information to promote key messages.
- How the venue is safe and secure to admit members of the public.

**Arrival**

Ensure safe and orderly entry arrangements for the venue. Relevant steps may include:

- Days/times and functions of SIA- registered door supervisors (see provision of door supervisors)
- Queuing arrangements to prevent obstruction or disturbance, e.g. direction/ boundary, use of apps to minimise queuing, use of barriers, staffing arrangements
- Search requirements, including CCTV coverage of search area, detection devices (to detect weapons and drugs, e.g. knife arch, search wands), and how seized items will be managed
- Refusing admission (for underage/ drunk/disorderly/suspected or known drug dealer), including non-discriminatory practices
- Use of a radio system and joint security/street operation with neighbouring premises, including use of schemes for identifying known offenders
- Capacity control through use of manual clickers or other technology
- Restrictions on children's presence and/ or measures to prevent them from harm, considering the licensable activities carried out.

**Physical security measures in place**

Deter and detect criminal activity and ensure the safety of patrons and staff:

- Martyn's Law measures
- CCTV: coverage, image quality, provision of recordings to enforcement agencies
- Required staffing, e.g. toilet attendants, proactive monitoring by staff/glass collectors

- Lighting
- Use of polycarbonate alternatives to glassware
- Measures to protect against thefts (eg. through use of Chelsea hooks, free cloakrooms, messaging, hotspot analysis of incidents, deployment of security in key locations, signage, CCTV coverage).

**Door supervisors**

Security staff provision is assessed by reference to ratio and functions of door supervisors with consideration given to industry standards in terms of ratio of doorstaff.

- How they will be provide a visible presence, e.g. through wearing Hi-Viz jackets / vests / armbands
  - Provision of suitable PPE for door supervisors
- Periods they will be employed (days/ times) so as to ensure the start time is appropriate to capture the likely arrival of the majority of customers at peak times, and they remain on duty until the premises have closed and the customers have dispersed from the premises
- Any required ratio of male/female door supervisors. We recommend that at least one male and one female door supervisor is employed where the venue has a policy of searching customers;
- Where they will be located (any particular locations of the venue)
- Requirements for use of bodycams . We would generally expect door supervisors to be equipped with bodycams at venues where there is a higher risk of violent incidents and/or ejections or refusals of entry, particularly if operating during the late-night economy
- Requirement to ensure door supervisors are briefed on their responsibilities and aware of company policies and procedures (including capacity limits and emergency procedures) before starting duty
- Maintenance of a register to ensure all identities of door supervisors can be verified, their SIA (Security Industry Authority) registrations are active, and the correct licence type is used, i.e.. door supervisor
- Security briefings to exchange information and intelligence at the start and end of duty
- Specifying the use of SIA-approved Contractor Scheme companies.

**Martyn's Law**

To promote the adoption of Martyn's Law in licensed premises to ensure licensed premises are adequately prepared for and equipped to respond in the event of a terrorist incident.

The licensing authority will signpost applicants and licence holders to appropriate counter terrorism training that are intended for licensed premises for venue operators, Designated Premises Supervisors, and those in managerial positions. We strongly encourage licensed premises to incorporate the freely accessible ACT e-learning as part of wider staff training packages.

The licensing authority also expects that:

- Steps taken to ensure all people employed at the premises whose job includes being alert to the terrorist threat are aware of:
  - the current terrorist threat level
  - what that level means in relation to the possibility of an attack.
- Risk assessments for public entertainment venues include consideration of the risk of a terrorist attack and the different types of attack.
- All persons responsible for security are briefed at every event about the current threat level and risk of terrorist attack.
- All public-facing staff must be clear about what to do if the public report suspicious activity or unusual behaviour to them. All suspicious behaviour by customers or members of the public close to the venue must be noted and be reported promptly so that investigations can be made, and action taken, if appropriate.
- Where hostile reconnaissance is suspected it needs to be properly recorded and reported back to the police. If unnecessary reports are made, the remedy should be to train staff better to recognise suspicious behaviour, rather than criticise them for making the report. Suspicious behaviour should only be ignored when an innocent explanation has been verified. Briefings to security staff need to include details of the suspected hostile reconnaissance – this is so staff know what has happened and know what to look out for.
- The venue has robust procedures and relevant training in place and staff are knowledgeable of those procedures to be taken and the necessity of following them in the event of a terrorist incident, such as firearms or weapons attack, including:
- 
  - Evacuation/Invacuation/Lockdown
  - RUN/HIDE/TELL principles
  - How customers will be safeguarded.

- Applying the 4Cs protocol when dealing with suspicious items.
- Staff are knowledgeable of the HOT principle for identifying suspicious packages.
- Staff understand how to identify suspicious behaviour.
- Staff are knowledgeable of the ETHANE principle for reporting incidents, including suspicious activity.

- First aid kits and any medical equipment are appropriately provided, fully stocked, staff are aware of where they are kept, and staff are suitably trained.
- Measures to alert staff and visitors of any immediate threat or incident.
- Rehearsal requirements for emergency procedures (no less than six months).
- Provision of PAcT (Public Access Trauma) kits in strategic locations on the premises.

**Customer behaviour management**

- The strategies in place for managing customer behaviour, such as managing intoxication, and their effectiveness in reducing the risk of violence and other security or safety incidents, as well as having a clear policy for dealing with unruly patrons.
- Steps to ensure effective management at the premises to monitor when it is open for licensable activities.
- The number of staff available to supervise customers both ordinarily and in emergencies

**Crowd control**

Venues should have a clear policy for managing large crowds, such as during concerts or sporting events. This may include implementing a capacity limit, managing entry and exit points, and having staff members trained in crowd control techniques.

**Spiking and vulnerability**

- Physical and other measures to prevent the spiking of drinks at the premises, i.e. where drugs or alcohol are added to someone's drink without them knowing
- WAVE (Welfare and Vulnerablity Engagement) and active bystander training for staff
- How the venue will encourage an active bystander approach
- Having designated, trained welfare staff
- Mobile phone-charging facilities for customers
- Providing a safe space for welfare or first aid while getting further help
- Arrangements to ensure the safe transport home of vulnerable customers, or requesting medical assistance when needed
- Provision and use of treatment and recuperation rooms.

**Drugs**

How drugs misuse will be deterred and responsibly managed at the venue, eg.

- How illegal drugs (including nitrous oxide) will be prevented from being brought into the premises, what action the venue will take should anyone be caught with drugs on the premises, and how the drugs will be disposed of
- The use of effective risk assessment based on audience and event profile
- The use of toilet attendants or regular documented toilet checks
- Drug swabbing in WCs
- Searches of the premises
- Training of staff in drug awareness to identify and prevent the supply and use of both illegal drugs and new psychoactive substances
- Physical measures to deter drug use on the premises
- Medical provision and welfare arrangements for dealing with drug use
- Harm-reduction measures in place
- Signage and welfare information in the venue.

**Promoting women's safety**

- Steps that premises licence holder may take to promote the safety of women include:

  - Appoint a Champion: appointing a named contact for this work, who will champion and drive forward any action taken
  - Communicate: positive, public/staff- facing communications campaign, both online and in your space(s)
  - Support your staff: create routes for reporting unacceptable behaviour while at work and supporting cultural change
  - Support the public: create routes for reporting unacceptable behaviour while using your service or space at night
  - Training and responding: staff training on the issue, including what to say and do, what not to say and do, and any relevant policies
  - Training: recording: staff training on information-sharing and appropriate recording of details
  - Designing for safety: audit your spaces and adapt them to promote a safer environment and reduce risk of crime

- Respect messaging (including in WCs)
- Radio schemes
- How the venue will encourage an active bystander approach
- Operate and test the Ask for Angela campaign
- WAVE and active bystander training for staff

- Specifying if communal toilets are provided. (Note: The starting point will be to refuse the provision of communal toilet areas in any NTE or late-night economy venue. Any application intending to provide communal facilities will be expected to demonstrate a clear plan for how such facilities will be safeguarded.)

**Supply of alcohol**

The measures employed to comply with legal requirements and promote responsible alcohol consumption:

- Comprehensive Alcohol Management Plan
- Server training requirements consistent with policy expectations
- Promote free availability of water through clear signage at bars
- Provision of smaller measures, ie. 25ml spirit measures
- Designated driver scheme
- Displaying relevant information and posters throughout the premises that state staff have a duty to prevent the sale of alcohol to customers who are drunk
- Limits on the alcoholic strength by volume inside different beverage categories, e.g. beers, lagers, ciders, wines
- Restrictions on products that encourage rapid down-in-one drinking or large quantities for self-service
- Providing multiple personal licence holders on the premises
- Avoiding promotion or sale of alcoholic drinks that are more likely to appeal to underage drinkers or that encourage excessive consumption
- Use of polycarbonate or plastic glasses either as routine practice or during particular times of high risk
- How age restrictions are enforced on the premises, for example through:
  - Operation of Challenge 25 policy
  - Details of what forms of ID are acceptable
  - The use of electronic till prompts
  - The maintenance of refusal logs
  - Staff training
  - Use of mystery shopping.
- Steps to preventing proxy sales occurring, for example through:
  - Regular checks around and/or outside the premises for underage persons encouraging adults to purchase alcohol for them
  - Use of CCTV, particularly in external areas

- Displaying prominent notices in the premises explaining the law in relation to purchasing alcohol on behalf of persons under 18 and the penalties involved.

Where there is an issue with street drinking:

- Banning high-strength beer, wine and cider; large bottles of white cider; single cans and bottles
- No end-of-aisle promotions, displays near the door or out of sight of the counter, or anywhere except behind the counter
- Prohibiting sales to known street drinkers or other persons, when notified to the premises by the police or local authority
- Avoidance of external promotions of alcohol, including window displays and A-boards
- Signage promoting any local Public Space Protection and staff reinforcing the 'No Street Drinking' warning at point of sales
- Keeping alcohol products in areas where staff can effectively monitor to guard against the risks of shoplifting, and to deter attempts by underage persons to purchase, e.g. use of spotter screens.

Where alcohol deliveries are carried out:

- Implement age-verification procedures at both the point-of-sale and delivery stages, with a Challenge 25 policy implemented at the point of delivery.
- Make clear to customers that receipt of orders that have alcohol must be by an adult.
- Ensure that delivery staff have been given proper training in procedures relating to requesting and identifying proof of age and implement these procedures as standard.
- Include the name of the business and website on any promotional material, e.g. flyers/business cards, and ensure messaging is consistent with the responsible sale of alcohol. Additionally, any website URL or telephone number to be used for orders is expected to be given to the licensing authority.
- Not supply any new psychoactive substances (NPS), such as nitrous oxide.
- Refuse deliveries in situations experiencing alcohol-related nuisance or disorder, and ensure that alcohol is not given to persons who appear drunk. The delivery of alcohol to problematic house parties causing local nuisance and disorder has been a problem in some areas of the Borough.

**Incident planning and response**

Ensuring effective response plans and staff are equipped to respond to serious incidents and emergencies such as fire, medical incidents, or violent incidents:

- Staff (including door staff) knowledgeable of emergency procedures, location of emergency exits, evacuation procedures, incident-reporting
- First aid and medical provision for the public – training, staffing, equipment
- Crime-scene preservation training and procedures
- Water safety training and equipment. Where the premises are close to any waterways, we will expect appropriate water safety measures to be provided in the operating schedule relating to the provision of safety equipment, risk assessments, and training
- Provision of PAcT kits and their location(s) at the venue
- Public liability insurance
- Fire Safety Compliance: Where applicable, the premises must comply with The Regulatory Reform (Fire Safety) Order 2005. When a licence is in force in relation to that premises, there is also a duty to record the significant findings of the fire risk assessment that you must have in place and, where relevant, to record any persons, especially at risk. In particular, the fire risk assessment should consider the following, in the event of a fire:

  – Adequacy of the means of raising the alarm
  – Occupancy number to ensure safe escape
  – Adequacy of the means of escape.

  (We encourage a copy of this being submitted to the fire authority when making any application for a new licence or variation affecting the premises layout.)

**Entertainment-specific requirements**

Ensure that public entertainments are provided safely

- Boxing and wrestling: contest rules, medical arrangements, security and stewarding arrangements
- Special effects: requirement for risk assessments to be provided to Environmental Health at least 14 days in advance
- Restrictions on the use of bottle sparklers/ice fountains if they intend to hold promoted ‘club’ events aimed at, or likely to attract, persons under 18. The licensing authority expects robust safeguarding and security measures to be in place, supported by documented risk assessments to address potential risks associated with such an activity.
- Include arrangements for restricting children from viewing age-restricted films classified according to the recommendations of the British Board of Film Classification or the licensing authority itself (exhibition of films).

- Address whether any performance may include sensitive or controversial themes, and how child performers will be safeguarded for any performances involving children.
- For any exhibition of wrestling or boxing: details of any sanctioning body, the rules that will apply, risk assessment to include the risk of conflict between rival groups of supporters, and the provisions in place to ensure fighter safety and medical welfare.
- Where entertainment or services of an adult or sexual nature are to be provided, the following need to be specified: the nature of
- the entertainment, the location of the premises in relation to their proximity to sensitive uses, how the exclusion
- of under-18s from the premises will be managed, and how the provision of 'relevant entertainment' (if any) is in line with the Council's Policy and Standard Conditions for sex establishments. Kink events and activities – promoters will be expected to work closely with Health Protection Teams in relation to licensed premises which may operate regular / pop up sex on premises events as well as licensed SEVs as well as adhere to industry code of practice to ensure appropriate safeguards are in place.

**Other safety arrangements**

- Prior notification to the emergency services of special events
- Temporary electrical installations;
- Required safety checks (before, during and after regulated entertainment);
- Facilities for disabled people, particularly in an emergency

**Limiting noise and other nuisances**

Ensure that sound systems and other noise- generating equipment are professionally installed and maintained, and how potential noise nuisances will be controlled:

- Steps taken or proposed to be taken to prevent noise and vibration from escaping from the premises, including music noise, and voices (Note: Any new venues must be soundproofed so established residences in the area are not disturbed by the noise)
- Controls or restrictions on amplified sound
- Monitoring and managing ambient noise from outside areas
- Noise assessments, particularly in relation to outdoor and rooftop terraces and the risk of noise travel, as well as the impact on any increase on the existing soundscape and the risk of nuisance arising.
- Preventing nuisance from the positioning and operating of plant machinery, such as kitchen extract systems, as well as preventing nuisance from odours

- Avoiding light pollution
- Steps to prevent nuisance associated with deliveries, such as the use of electric delivery vehicles.

**Litter**

To ensure the venue and perimeter is kept tidy and free from litter:

- Providing adequate waste bins
- Staff to clean the surrounding area as required during operation and at the close of business
- Use of branded wrappers, so far as is reasonably practicable
- No use of avoidable single-use plastics
- Limited packaging, which should be the most environmentally-friendly option.
- Commercial refuse arrangements, which should not be put out no earlier than two hours before scheduled collection time
- Preventing the risk of additional litter (including flyposters, smoking materials or illegal placards) in the vicinity of the premises.

**Control of smoking / vaping and external areas**

To ensure these areas will be effectively operated and managed to avoid causing nuisance and obstructions, such as:

- Customer numbers permitted in such areas
- Hours
- Location and how it will be delineated
- Supervision arrangements, including any CCTV coverage, preventing begging, clearing litter
- Restrictions of use of glassware
- Preventing illegal parking and obstruction of emergency and other vehicles
- Management of such areas in tandem with any (smoke-free) pavement licence
- Smoking area locations not under residential windows and balconies or in front of residential doorways.

**Departure**

To ensure the orderly exit and dispersal
of customers from the premises, minimise the potential for crime and disturbance as customers leave the premises, and ensure the safe transportation of staff:

- Willingness to stagger hours with nearby competing venues to avoid patrons competing for limited transport options late at night
- Whether there are safe transport home policies for all workers consistent with the Get Me Home Safely campaign
- Having a policy in place to prevent drunk driving, such as providing taxi services for patrons who are too intoxicated to drive
- Displaying details of local taxi services, mini-cabs and public transport
- Regular collection of empty glasses and bottles, particularly just after closing
- Displaying notices near the exit:
  - that leaving with glasses and bottles is not allowed
  - requesting customers to leave quietly
- The role of door supervisors (or other staff) in managing persons leaving through:
  - encouraging customers to finish their drinks and make their way to the exit
  - drawing the attention of departing customers to any notices in the foyer asking them to leave quietly, and to be considerate by ensuring that bottles and glasses are taken from customers as they leave
  - actively encouraging customers not to congregate outside the premises
  - directing customers to the nearest taxi ranks, or other transportation away from the area
  - preventing street urination in proximity of the venue.

**Post-operation**

- Cleansing arrangements for the immediate perimeter of the venue (sweeping/wet washing)
- Times of emptying bottles into refuse containers to avoid disturbing local residents and businesses
- How commercial waste is properly presented for collection
- Engagement with local residents and businesses, such as providing dedicated phone lines for reporting issues, and holding periodic meetings to discuss any issues.

**Engagement with local authorities and neighbours**

We recognise that it is unrealistic to expect that crimes and incidents will not happen in licensed premises, particularly where alcohol is a factor. However, we want to encourage reporting of incidents and raising any issues of local concern by operators, so that we can work in partnership with them to resolve matters. We want to encourage and support responsible businesses to operate better, not put them out of business.

We also encourage licensed premises to be good neighbours, which can be achieved by engaging effectively with neighbouring residents and businesses, providing dedicated phone lines, and committing to periodic meetings.

**Staff training and procedures**

- Specified training requirements for staff commensurate to their role and responsibilities.
- Specified frequency for reviewing and updating policies and procedures to ensure they remain effective and up to date.

**Appendix H**

**Licensing Act 2003 Statement of Licensing Policy 2025-2030**

# Core Hours Policy

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Applications within the core hours set out below in this policy will generally be granted for the relevant premises uses, subject to not being contrary to other policies in the Statement of Licensing Policy.

Applications for hours outside the core hours will be considered on their merits, subject to other relevant policies, and with particular regard to the following:

1. The demonstration of compliance in the requirements of Licensing Objectives Policy associated with the likelihood of the effect of the grant of a licence for later or earlier hours on crime and disorder, public safety, public nuisance and the protection of children from harm.

2. Whether there is residential accommodation in the proximity of the premises that would likely be adversely affected by premises being open or carrying out operations at the hours proposed.

3. The proposed hours of the licensable activities and when customers will be permitted to remain on the premises.

4. The proposed hours when any music, including incidental music, will be played.

5. The hours when customers will be allowed to take food or drink outside the premises or be within open areas which form part of the premises.

6. The existing hours of licensable activities and the past operation of the premises (if any) and hours of licensable premises in the vicinity.

7. Whether customers and staff have adequate access to public transport when arriving at and leaving the premises, especially at night.

8. The capacity of the premises.

9. The type of use, recognising that some venues are more likely to impact the licensing objectives than others; for example, pubs and bars are higher risk than theatres, cinemas and other cultural and sporting venues due to the nature of the operation.

10. The Licensing Authority will take into account the active measures proposed for a ‘winding down’ period including arrangements for people to be collected from the premises to travel home safely.

11. Conditions on hours may be attached that require that the supply of alcohol for consumption on the premises ceases a suitable period of time before customers are required to leave the premises.

12. The council, acting as the Licensing Authority, may reduce hours if, after review, it is necessary to impose conditions specifying shorter hours in order to promote the licensing objectives.
13. Specific days for non-standard hours should be identified and justified as part of the application to allow responsible authorities and interested parties to

evaluate the impact that these licensable activities may have, and to plan accordingly. The consideration of applications for later hours for Bank Holiday Mondays will take into account that later hours are generally granted for preceding Sundays and that the next day is a working day. Non-specific days are expected to be covered by Temporary Event Notices or variation applications.

The Core Hours for applications for each premises use type as defined within this policy are:

**Casinos**
Up to 24 hours a day whilst casino gaming is permitted by a premises licence under the Gambling Act 2005.

**Cinemas, Cultural Venues and Live Sporting Premises**
Monday to Sunday: 9am to Midnight.

**Delivery Centres**
Monday to Saturday: 8am to 11pm. Sunday: 9am to 10.30pm.

**Hotels**
Monday to Thursday: 9am to 11.30pm. Friday and Saturday: 9am to Midnight.
Sunday: 9am to 10.30pm.
Sundays immediately prior to a bank holiday: 9am to Midnight. For the sale of alcohol to guests for consumption in hotel/guest rooms only: Anytime up to 24 hours.

**Outdoor Spaces**
Monday to Thursday: 9am to 11.30pm. Friday and Saturday: 9am to Midnight.
Sunday: 9am to 10.30pm.
Sundays immediately prior to a bank holiday: 9am to Midnight.

**Pubs and bars, Fast Food and Music and Dance venues**
Monday to Thursday: 10am to 11.30pm. Friday and Saturday: 10am to Midnight.
Sunday: Midday to 10.30pm.
Sundays immediately prior to a bank holiday: Midday to Midnight.

**Qualifying Clubs**
Monday to Thursday 9am to 11.30pm Friday and Saturday 9am to Midnight Sunday: 9am to 10.30pm
Sunday immediately prior to a bank holiday: 9am to Midnight.

**Restaurants**
Monday to Thursday: 9am to 11.30pm. Friday and Saturday: 9am to Midnight.
Sunday: 9am to 10.30pm.
Sundays immediately prior to a bank holiday: 9am to Midnight.

**Sexual Entertainment Venues and Sex Cinemas**
Monday to Thursday: 9am to 11.30pm. Friday and Saturday: 9am to Midnight.
Sunday: 9am to 10.30pm.
Sundays immediately prior to a bank holiday: 9am to Midnight.

**Shops (all licensable activities that are provided as ancillary to the primary use of the premises as a shop except the off sale of alcohol)**
Monday to Thursday: 9am to 11.30pm.
Friday and Saturday: 9am to Midnight. Sunday: 9am to 10.30pm.
Sundays immediately prior to a bank holiday: 9am to Midnight.

**Shops (off-sales of alcohol where it forms either the ancillary or primary use of the premises)**
Monday to Saturday: 8am to 11pm. Sunday: 9am to 10.30pm.

Core hours are when customers are permitted to be on the premises and therefore the maximum opening hours permitted will be to the same start and terminal hours for each of the days where licensable activity is permitted.
Note: The core hours are for all licensable activities but if an application includes late night refreshment then the starting time for that licensable activity will be 11pm.

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: Licensing Act 2003 – Statement of Licensing Policy** | |
| **Directorate: Regeneration and Environment** | **Service area: Community Safety and Street Scene** |
| **Lead person: Alan Pogorzelec** | **Contact: Alan Pogorzelec** |
| Is this a:<br>[X] **Strategy / Policy** [ ] **Service / Function** [ ] **Other**<br>**If other, please specify** | |

| **2. Please provide a brief description of what you are screening** |
|---|
| Section 5 of the Licensing Act 2003 requires the Council to publish a Statement of Licensing Policy which sets out the principles it proposes to apply in exercising functions under the Act. The Statement of Licensing Policy must be reviewed and republished at five-year intervals.<br><br>The current Statement of Licensing Policy was published in 2020, and therefore is now due for the five-year review. |

Appendix 2

| |
|---|
| A draft policy was presented to Cabinet in April 2025, and a period of statutory consultation commenced. A report outlining the findings of the consultation was presented to Cabinet in September 2025 with a recommends that Cabinet approve the policy for adoption by Council. Cabinet resolved to approve the proposed policy and recommend its adoption to full Council at the next available opportunity. |

## 3. Relevance to equality and diversity

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

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

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

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

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

Appendix 2

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**.**<br><br>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.<br><br>Please provide specific details for all three areas below using the prompts for guidance and complete an Equality Analysis (Part B). |
| There has been formal consultation with key stakeholders, and those that are affected by the policy.<br><br>The policy provides guidance to those making an application, and aims to ensure consistency and transparency with regard to the application and decision making processes. The policy does not directly affect the provision of services by the Council, the licensing function is a statutory function that must be exercised in accordance with requirements set out in the Licensing Act 2003 and the Equality Act 2010.<br><br>However, the policy provides clear guidance to applicants and licence holders with regard to the expectations that the Council has with regard to the way in which licensed premises operate. Although not legally binding, the policy encourages the adoption of best practice with regard to equality and diversity – it is therefore expected that the impact of the policy on equality and diversity matters will be a positive one.<br><br>It is considered that the policy itself will have a positive impact on people with protected characteristics. |
| • **Key findings**<br><br>The results of the consultation are overwhelmingly in favour of the adoption of the proposed policy. |
| • **Actions**<br><br>None – other than to recommend the adoption of the policy. The application of the policy will be monitored by licensing officers one it has been adopted. |

| | |
|---|---|
| Date to scope and plan your Equality Analysis: | 28th July 2025 |

Appendix 2

| | |
|---|---|
| Date to complete your Equality Analysis: | 29th July 2025 |
| Lead person for your Equality Analysis (Include name and job title): | Alan Pogorzelec<br>Licensing Manager |

## 5. Governance, ownership and approval

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

| Name | Job title | Date |
|---|---|---|
| Alan Pogorzelec | Licensing Manager | 10/7/25 |
| Diane Kraus | Principal Licensing Officer | 10/7/25 |

## 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** | 10/7/25 |
| **Report title and date** | Licensing Act 2003 – Statement of Licensing Policy |
| **If relates to a Cabinet, key delegated officer decision, Council, other committee or a significant operational decision – report date and date sent for publication** | Council – 5th November 2025 |
| **Date screening sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk** | 10/7/25 |

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: Licensing Act Policy 2025** | |
| **Date of Equality Analysis (EA): 29/7/25** | |
| **Directorate: R&E** | **Service area: CSSS** |
| **Lead Manager: Alan Pogorzelec** | **Contact number: 01709 254955** |
| **Is this a:**<br>[X] **Strategy / Policy** [ ] **Service / Function** [ ] **Other**<br>**If other, please specify** | |

Appendix 3

| 2. Names of those involved in the Equality Analysis (Should include minimum of three people) - see page 7 of Equality Screening and Analysis Guidance | | |
|---|---|---|
| **Name** | **Organisation** | **Role (eg service user, managers, service specialist)** |
| Alan Pogorzelec | Rotherham MBC | Licensing Manager |
| Diane Kraus | Rotherham MBC | Principal Licensing Officer |
| Lisa Parkin | Rotherham MBC | Licensing Enforcement Officer |

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

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

Section 5 of the 2003 Act requires a licensing authority to prepare and publish a statement of its licensing policy at least every five years. Such a policy must be published before the authority carries out any function in respect of individual applications and notices made under the terms of the 2003 Act. During the five-year period, the policy must be kept under review and the licensing authority may make any revisions to it as it considers appropriate, for instance in the light of feedback from the local community on whether the licensing objectives are being met. If the licensing authority determines and publishes its policy in this way, a new five-year period commences on the date it is published.

The Council's Statement of Licensing Policy should strike a balance between the need to encourage a vibrant and dynamic entertainment industry as part of the regeneration of the Borough, whilst ensuring that the Licensing Objectives specified in the Act are sufficiently promoted. The Licensing Objectives are:

- The prevention of crime and disorder,
- The promotion of public safety,
- The protection of children from harm,
- The prevention of public nuisance.

The way that licensable activities are managed on site can often influence the wider issues that arise through the sale and supply of alcohol or the provision of late-night refreshment. Critically, there are areas of the Statement of Licensing Policy that can direct the way that establishments are managed and operated, including setting standards for training around key priorities through to requirements for security staff and their training and accreditation.

It is for this reason that the draft Policy includes additional sections relating to specific aspects of the licensed economy. It is expected that the inclusion of these sections within the Policy will encourage applicants and licence holders to adopt best practice, and clearly set out the Council's expectations with regard to the activities that take place at licensed premises.

It is recognised that many of the principles that were consulted upon are aspirational in nature, and it will be made clear within the Policy that although the Council has certain expectations of licensed premises in the Borough, the principles within the Policy will only be mandated if they are required to prevent one or more of the Licensing Objectives from being undermined.

Despite the limitations of the Licensing Act and Statement of Licensing Policy, it is nonetheless considered important that the Council provides appropriate best practice guidance and encourages local licence holders to go beyond the minimum that is required with the ultimate aim of ensuring that licensed premises are safe and enjoyable places to be, and that the activities that take place there have minimal negative impact on local communities and the wider environment.

The Council is mindful that there is a need to encourage and facilitate growth and development within the Borough, and the licensed trade have an obvious role in this. It is therefore important that the Statement of Licensing Policy does not deter appropriate development and investment within the Borough, and the draft Policy is considered to strike the correct balance between encouraging economic growth and minimising any negative impacts on those that may be affected by the activities that are taking place.

Subject to Cabinet approval, the policy will be presented to Council as soon as possible, with a recommendation that the policy be adopted.

The Licensing Act Policy will then fall due for a further formal review in 2030.

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

The following information about Rotherham has been drawn from the 2021 Census:

<u>Population</u>

- Population estimates suggest the population is continuing to increase in its diversity with international migration, mainly from other EU countries. The 2021 census indicates the proportion of residents from ethnic minority communities increased from 8.1% in 2011 to 11.7% in 2021. The Pakistani community is the second largest ethnic group in Rotherham after White British, with 3.8% of residents in 2021 and 6.3% of school pupils in 2023.

- Rotherham's ethnic minority population is highly concentrated within the inner areas of the town centre in areas such as Boston Castle, Rotherham East and Rotherham West where 63.3% of the residents across the three wards are from ethnic minority backgrounds. The outer areas of Rotherham, however, are 95.3% White British in 2021. 42% of residents from ethnic minority backgrounds live in areas that are amongst the most deprived 10% of boroughs in England with that figure increasing for certain backgrounds. This compares to a borough background average of 19.5%.

- There is a decreasing trend in the number of residents who hold religious beliefs. In the 2021 Census 39.8% of residents identified as holding no religious beliefs, compared to 22.5% in 2011. The number of people reporting Christianity as their

religion has decreased from 66.5% in 2011 to 49% in 2021. The number of people reporting their religion as Muslim has increased from 3.7% in 2011 to 5.1% in 2021.

- The borough's population is ageing with 52,228 residents aged 65 or over. At 19.6% of the total population, an increasing proportion of residents fall within this age bracket, which is also above the national average of 18.4%. This proportion of the population aged 65 or over is forecast to increase further to around 21% by 2026, with a particularly large increase in the number of people aged over 75.

Economy

- 22% of Rotherham residents live within the 10% most deprived areas of England and the borough is amongst the 14% most deprived local authority areas in England. 11,904 children were living in "absolute poverty" (DWP, 2022/23).

- According to the Office of National Statistics Annual Survey of Hours and Earnings in 2024, Rotherham women's gross full-time earnings averaged £570 per week, which equates to 79.6% of men's full-time earnings locally and 84.7% of women's full-time earnings nationally.

Health and Wellbeing

- The 2021 Census recorded Rotherham as having 56,177 residents with a long-term health problem or disability with 9.8% responding that this limits their activity a lot, above the England average of 7.3%. There was an overall decrease in people with a disability from 12% in 2011 to 9.9% in 2021, but despite this health inequality remains.

- Life expectancy in the most deprived areas of Rotherham is 9.9 years lower for men and 9.5 years lower for women than in the least deprived. Gaps in healthy life expectancy are greater at over 18 years for men and nearly 20 years for women.

The consultation was wide ranging and specifically included engagement with a number of groups representing those with protected characteristics.

Before determining its policy, the licensing authority must consult the persons listed in section 5(3) of the 2003 Act. These are:

- the chief officer of police for the area;
- the fire and rescue authority for the area;
- each local authority's Director of Public Health (DPH)
- persons / bodies representative of local premises licence holders;
- persons / bodies representative of local club premises certificate holders;
- persons / bodies representative of local personal licence holders; and
- persons / bodies representative of businesses and residents in its area.

The views of all these persons or bodies should be given appropriate weight when the policy is determined.

Subject to the statutory requirements, it is for each licensing authority to determine the extent of the consultation it should undertake – with this in mind the Council has chosen to extend the consultation as follows:

- Members of the Licensing Committee.
- Members of the public via online consultation.
- Approximately 1,700 licence holders via email and directing mailing (where email addresses were not available).
- Andy's Man Club (national)
- Barnsley and Rotherham Chamber of Commerce
- Rotherham Investment and Development Office
- Rotherham Equalities Community Reference Group
- Rotherham Young Inspectors
- Rotherham Youth Cabinet
- Different but Equal Board
- Voluntary Action Rotherham
- RMBC Community Safety Team
- RMBC CCTV Team
- South Yorkshire Violence Reduction Unit

Consultation was carried out in this way so that as many views as possible could be obtained – including from vulnerable groups and groups that represent those sharing protected characteristics.

Each of the new proposals were subjected to a six-week period of consultation commencing in May 2025 and concluding in July 2025.

A total of 74 responses were received, all of these have been collated and analysed and have informed the development of the final policy statement.

Consultation respondents were given the opportunity to provide Equalities information during the completion of the survey. Of the 74 responses, 28 individuals provided this further information. The breakdown is as follows:

| | | |
|---|---|---|
| What is your age?<br>(note - only 13 respondents provided their age) | 35-44<br>45-54<br>55-64 | 2 (15%)<br>8 (62%)<br>3 (23%) |
| Which of the following describes how you think of your gender? | Male<br>Female | 14 (50%)<br>14 (50%) |
| Do you identify as transgender? | Yes<br>No | 0 (0%)<br>28 (100%) |
| Which of the following describes your sexual orientation? | Heterosexual / straight<br>Gay / Lesbian<br>Bisexual | 23 (82%)<br>2 (7%)<br>3 (11%) |
| What is your current marital status? | Divorced / separated | 9 (32%) |

Appendix 3

| | | |
|---|---|---|
| | Living with partner<br>Married<br>Single | 7 (25%)<br>9 (32%)<br>3 (11%) |
| Are you pregnant? | Yes<br>No<br>Prefer not to say | 0 (0%)<br>26 (93%)<br>2 (7%) |
| Have you had a baby in the last 12 months? | Yes<br>No<br>Prefer not to say | 0 (0%)<br>26 (93%)<br>2 (7%) |
| Do you have a disability or a condition which has lasted or expected to last for at least 12 months?<br><br>What are your disability conditions? (represented as a proportion of those that have answered yes) | Yes<br>No<br><br>Long-term illness / health condition<br>Physical disability | 7 (25%)<br>21 (75%)<br><br>4 (58%)<br>3 (42%) |
| How would you describe your ethnic background? | Asian or Asian British – Indian<br>Black or Black British – African<br>White – British | 2 (7%)<br>2 (7%)<br>24 (86%) |
| What is your religion? | Christian (all denominations)<br>No religion | 11 (39%)<br>17 (61%) |
| What is your refugee or asylum seeker status? | Neither | 28 (100%) |
| Are you a carer? | Yes<br>No | 3 (11%)<br>25 (89%) |

The principal findings of the consultation are outlined in the Cabinet report.

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

Most survey respondents declined the offer to provide additional information about themselves. Although the equalities data that has been obtained from the survey is relatively limited, it indicates that the responses are not proportionally representative of the Borough as a whole.

In addition, the data that we hold in relation to licence holders is minimal – however many licences are held by businesses / partnerships rather than individuals.

In the absence of any other information, and considering that the policy has the potential to impact on every resident / visitor to the Borough, it is considered most appropriate to use the Census data referred to above (along with additional data available on the Data Hub - Community and Neighbourhoods – Rotherham Data Hub) during this Equality Analysis.

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

Appendix 3

| | |
|---|---|
| Licensing officers will carry out monitoring to ensure that every application that is received is considered in accordance with this policy. In addition, service management will monitor enforcement activity to verify that this is conducted in accordance with the policy.<br><br>Licensing officers and members of the Licensing Committee will receive training on the policy requirements and equalities matters generally. | |
| **Engagement undertaken with customers. (date and group(s) consulted and key findings)** | A six week period of public consultation commenced in May 2025 and concluded in July 2025.<br><br>Certain groups and statutory consultees were also contacted during the consultation period and asked to provide their views on the policy proposals (further detail is provided in section 3 above). |
| **Engagement undertaken with staff (date and group(s)consulted and key findings)** | All licensing staff have been consulted on the policy proposals and have provided appropriate input. The staff group was generally in support of the proposals with staff noting the positive impact that the policy would have with regard to equality and inclusion and the use of licensed premises by people sharing a protected characteristic. |

**4. The Analysis - of the actual or likely effect of the Policy or Service (**Identify by protected characteristics)

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

Age

The Policy seeks to promote the licensing objectives under the Licensing Act 2003, which includes the Protection of Children from Harm. The policy seeks to introduce appropriate measures to promote this objective at a local level and to strengthen links to safeguarding. The promotion of a safe night time offer will help to protect all users from alcohol related crime and disorder and encourage a wider age range to enjoy a night out in a safe and responsible way. Whilst the overall effect is positive, some users of the current late-night offer may not wish to see significant change.

Disability

The Policy must be consistent with the Licensing Act 2003, and it does not override the primary legislation or the Equality Act 2010. Each case must be considered on its relative merits. It does not discriminate on the grounds of disability. Licensed premises should comply with the Equality Act 2010.

Premises should seek to promote accessibility and inclusion. The Prevention of crime is one of the Licensing Objectives.

Licensed premises should make reasonable adjustments.

Sex and Gender Reassignment

The policy seeks to broaden the appeal of the nighttime economy for all and to promote a safe and welcoming offer.

New requirements are included with regard to gender-based violence.

Race

The policy is intended to ensure that the licensing regime is open and transparent, there is no evidence to suggest that the policy affects, or has the potential to affect, individuals of a particular ethnicity more significantly than others.

Religion or Belief

The provision of adult entertainment has the potential to be a concern to some within the local community – this may be for religious or secular reasons. The policy sets out a clear expectation with regard to the provision of adult entertainment and integrates with the Council's Sexual Entertainment Venue policy in this regard.

The policy does not have a direct impact on places of worship as these premises are exempt from the requirements of the Licensing Act (with regard to religious services) as are all acts of religious worship (wherever they occur).

Sexual Orientation

The Policy must be consistent with the Licensing Act 2003, and it does not override the primary legislation or the Equality Act 2010. Each case must be considered on its relative merits. It does not discriminate on the grounds of sexual orientation. Licensed premises should comply with the Equality Act 2010.

Civil Partnerships and Marriage

There is no evidence to suggest that the policy will have a specific impact on individuals due to their marital status (negative or positive).

Pregnancy and Maternity

The policy does not discriminate on the grounds of pregnancy and / or maternity. The policy seeks to broaden the appeal and to promote more family friendly venues.

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

Appendix 3

| |
|---|
| No problems or barriers have been identified. The Plan does not make specific reference to any protected characteristics, and ongoing monitoring as detailed above will be key to ensure any barriers are identified and addressed. |
| **Does the Service/Policy provide any positive impact/s including improvements or remove barriers?**<br><br>The policy makes reference to positive actions that those affected by the policy can take to improve the experience of those with protected characteristics when using licensed premises, these include:<br><br>• Promotion of equality<br>• Disabled access<br>• Promotion of cultural activities<br>• Women's Safety<br><br>Further details are contained within the policy document. |
| **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)<br><br>No negative impacts are expected. |

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: Licensing Act 2003 – Statement of Policy** |
| **Directorate and service area: Regeneration and Environment, Community Safety and Street Scene** |
| **Lead Manager: Alan Pogorzelec** |
| **Summary of findings:** |
| The analysis has shown that the policy may have an impact on some individuals with a protected characteristic, however this impact will be positive and should enhance their experience when using licensed premises.<br><br>The Policy is consistent with the Licensing Act 2003, and the guidance issued in this regard. It does not override the primary legislation or the Equality Act 2010 (which licensed premises must comply with), and does not discriminate on the grounds of any protected characteristic. |

| Action/Target | State Protected Characteristics as listed below | Target date (MM/YY) |
|---|---|---|
| All applications to be monitored for compliance with policy requirements and impact on protected characteristics. | A, D, S, GR, RE, RoB, SO, PM, CPM, C, O | Ongoing |
| Training to be provided to licensing officers and members of Licensing Committee with regard to the policy requirements and impact on Equalities. | A, D, S, GR, RE, RoB, SO, PM, CPM, C, O | 31/6/2026 (previously provided 25/6/2025) |
| | | |

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

| **6. Governance, ownership and approval** | | |
|---|---|---|
| Please state those that have approved the Equality Analysis. Approval should be obtained by the Director and approval sought from DLT and the relevant Cabinet Member. | | |
| **Name** | **Job title** | **Date** |
| Sam Barstow | Assistant Director | 1/8/25 |
| Andrew Bramidge | Strategic Director | 8/8/25 |
| Councillor John Williams | Cabinet Member | 4/8/25 |

| **7. Publishing** | |
|---|---|
| The Equality Analysis will act as evidence that due regard to equality and diversity has been given.<br><br>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.<br><br>A copy should also be sent to equality@rotherham.gov.uk For record keeping purposes it will be kept on file and also published on the Council's Equality and Diversity Internet page. | |
| **Date Equality Analysis completed** | 31/7/25 |
| **Report title and date** | Licensing Act 2003 – Statement of Licensing Policy (Council 5/11/25) |
| **Date report sent for publication** | |
| **Date Equality Analysis sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk** | 31/7/25 |

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| Will the decision/proposal impact… | Impact | If an impact or potential impacts are identified: | | | |
|---|---|---|---|---|---|
| | | Describe impacts or potential impacts on emissions from the Council and its contractors. | Describe impact or potential impacts on emissions across the Borough as a whole. | Describe any measures to mitigate emission impacts | Outline any monitoring of emission impacts that will be carried out |
| Emissions from non-domestic buildings? | Unknown | | Environmental best practice guidance included in the Council's Statement of Licensing Policy as drafted for consultation advises on measures to improve licensed premises' energy efficiency.<br><br>Best practice guidance is not enforceable, unlike minimum standards provided in the Council's licensing policy and required by the Licensing Act 2003. It is unknown how businesses will apply such voluntary guidance. | | |
| Emissions from transport? | Unknown | | Environmental best practice guidance advises on measures to minimise licensed premises' and events' impact on road traffic. As above, this guidance is voluntary and cannot be enforced, so its carbon impact is unknown. | | |

| | | | | | |
|---|---|---|---|---|---|
| Emissions from waste, or the quantity of waste itself? | Unknown | | Environmental best practice guidance advises on measures to minimise waste and apply a waste hierarchy which prioritises reuse before recycling. As above, this guidance is voluntary and cannot be enforced, so its carbon impact is unknown. Simpler recycling regulations will soon require all businesses which produce 'household-like' waste to separate recycling and food from residual waste. | | |
| Emissions from housing and domestic buildings? | None | | | | |
| Emissions from construction and/or development? | None | | | | |
| Carbon capture (e.g. through trees)? | None | | | | |
| Identify any emissions impacts associated with this decision which have not been covered by the above fields: | | | | | |

| |
|---|
| Will the proposal affect Council services' resilience to climate change, or the capacity of people living in the Borough to adapt to climate change?<br><br>The Council's proposed Licensing Policy as drafted for consultation is to provide licence holders and applicants with details of good practice which includes rehearsal of written contingency plans. This may promote the safety of staff and customers in the event of extreme weather and other hazards associated with climate change, notably flooding, extreme heat or the interruption of power supply due to increasingly frequent and powerful storms. |

| |
|---|
| Provide a summary of all impacts and mitigation/monitoring measures:<br><br>The decision to which this assessment relates involves Cabinet giving approval for the approval and subsequent adoption of the Licensing Act 2003 Policy. Although the policy is guidance, it is recognised that the policy may have an impact on climate change as it makes reference to the adoption of environmental best practice, energy efficiency and waste management. All of these impacts are considered to be positive in nature and therefore the impact on emissions and climate change is expected to be a positive one. The completion of this assessment has ensured that climate / emissions impact has been considered as part of the development of the draft policy. |

| Supporting information: | |
|---|---|
| Climate Impact Assessment Author | Alan Pogorzelec<br>Licensing Manager<br>Community Safety and Street Scene<br>Regeneration and Environment |
| Please outline any research, data or information used to complete this Climate Impact Assessment. | |
| If quantities of emissions are relevant to and have been used in this form please identify which conversion factors have been used to quantify impacts. | |
| Validation | Tracking Reference: CIA 506<br><br>Arthur King<br>Principal Climate Change Officer |

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Rotherham Metropolitan Borough Council

Public Report
Council

**Committee Name and Date of Committee Meeting**
Council – 05 November 2025

**Report Title**
Recommendation from Cabinet - Local Development Scheme

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

**Strategic Director Approving Submission of the Report**
Andrew Bramidge, Strategic Director of Regeneration and Environment

**Report Author(s)**
Andy Duncan, Planning Policy Manager
01709 823830 or andy.duncan@rotherham.gov.uk

**Ward(s) Affected**
Borough-Wide

**Report Summary**
The Local Development Scheme (LDS) sets out a programme for the preparation, adoption and review of Rotherham Local Plan documents. The report outlines an updated LDS to reflect the revised National Planning Policy Framework published in December 2024 and the significantly increased housing target for Rotherham, which necessitates a new Local Plan.

**Recommendations**

That Council adopts the Local Development Scheme.

**List of Appendices Included**

Appendix 1 Rotherham Local Plan: Local Development Scheme
Appendix 2 Equality Part A – Screening
Appendix 3 Carbon Impact Assessment

**Background Papers**
National Planning Policy Framework
The Town and Country Planning (Local Planning) (England) Regulations 2012
Rotherham Local Plan 2013 – 2028
Local Development Scheme (Council Meeting 11 September 2024, minute 58 refers)
Planning overhaul to reach 1.5 million new homes

**Consideration by any other Council Committee, Scrutiny or Advisory Panel**
Cabinet – 15 September 2025

**Council Approval Required**
Yes

**Exempt from the Press and Public**
No

**Local Development Scheme**

## 1. Background

1.1 The Planning and Compulsory Purchase Act 2004 (as amended) requires local planning authorities to prepare and maintain a Local Development Scheme (LDS). The LDS sets out a programme for the preparation, adoption and review of the development plan documents that comprise the Rotherham Local Plan.

1.2 The LDS is not a development plan document; it does not include any policies or allocate sites for development. It is a programme that sets out the development plan documents that the Council will progress to adoption, with a timetable and milestones for each document. It also includes a risk assessment.

1.3 The LDS was last revised in July 2024 (Cabinet 29/07/24, minute 30 and Council Meeting 11/09/24, minute 58 refer). The timetable updated the milestones for the Core Strategy Partial Update and included the South Yorkshire Joint Waste Plan as a new development plan document. The Council then consulted on the Core Strategy Partial Update between August and September 2024.

1.4 The Government published a revised National Planning Policy Framework (NPPF) and new “standard method” to calculate the housing target for local authority areas in December 2024. This new target is now mandatory. The housing target for Rotherham has more than doubled from 544 to 1,111 new homes a year.

1.5 Officers had an advisory visit from the Planning Inspectorate (PINS) in January 2025 to explore options for continuing the Core Strategy Partial Update. However, given the significant uplift to Rotherham’s housing target and the likely changes to the distribution of growth around the Borough this implies, the Inspector’s clear advice was to prepare a complete new Local Plan under the new plan-making system. Continuing with the Core Strategy Partial Update would result in a significant risk of the Local Plan not being found sound during the Examination in Public by a planning inspector and would therefore not be fit to be adopted by the Council, resulting in abortive work, wasted time and considerable expense.

1.6 The updated LDS therefore replaces the Core Strategy Partial Update and sets out a timetable to produce a new Local Plan. This course of action is unavoidable, given the Government’s changes to the NPPF and the imposition of a much higher housing target on Rotherham.

1.7 The Planning and Infrastructure Bill published in March 2025 introduces Spatial Development Strategies (SDS), to be prepared by combined authorities. The South Yorkshire Mayoral Combined Authority (SYMCA) will be responsible for preparing the SDS for South Yorkshire, in conjunction with the constituent local authorities. Local plans must be in general conformity with the SDS.

1.8 The Council is working with the other South Yorkshire authorities of Barnsley, Doncaster and Sheffield to prepare a new Joint Waste Plan, to replace the Plan adopted in 2012. Work is ongoing to reconsider the scope and content of the Joint Waste Plan and its relationship with the emerging South Yorkshire SDS, given the strategic nature of waste planning. Due to this new requirement, it is not possible for the LDS to give a timetable to prepare a Joint Waste Plan at present.

1.9 The updated LDS is attached at Appendix 1 to the Cabinet report.

## 2. Key Issues

2.1 Approval of the LDS is sought to comply with Planning legislation, to enable the preparation of a new Local Plan that provides an up-to-date planning policy framework for the Borough's future growth and development.

2.2 It is important that the Council adopts a realistic and achievable programme for the new Local Plan. The process of adopting the plan will involve examination by the Planning Inspectorate; one of the legal compliance checks by the Inspector is that the document has been produced in conformity with the timetable set out in the LDS.

2.3 The LDS does not cover the detailed content of the new Local Plan or other Local Plan documents nor the process for preparing and consulting on them. Any future draft documents will be subject to separate reports requiring Cabinet or Council approval prior to public consultation, submission and adoption.

2.4 The Government's Planning Practice Guidance envisages regular updates to local development schemes, usually annually. Progress against the timetable in the LDS will be monitored, along with emerging legislation and regulations that may impact the Local Plan, and any updates considered in due course.

2.5 Milestones for the new Local Plan are summarised below:

| **New Local Plan** | |
|---|---|
| Notice of Plan commencement | October 2026 |
| Gateway 1 (self-assessment) | February 2027 |
| Public consultation on draft Plan (vision, options and local priorities) | June / July 2027 |
| Gateway 2 (PINS assessment) | February 2028 |
| Public consultation on draft Plan (pre-submission) | June / July 2028 |
| Gateway 3 (PINS assessment) | November 2028 |

| | |
|---|---|
| Submission of Plan to Secretary of State | December 2028 |
| Examination by Government-appointed Planning Inspector | January / June 2029 |
| Adoption of the Plan by the Council | July 2029 |

2.6 Several studies and background documents will be prepared internally to enable the programme of work to be progressed. Additional expenditure will be required to provide robust evidence to ensure that the new Local Plan meets the requirements of relevant legislation, as well as the costs associated with undertaking public consultation and independent examination.

2.7 The costs for the new Local Plan are not known at present but are likely to exceed £1m over the course of the process to prepare, consult on, examine and adopt the plan. This estimate is based on the costs to produce the Local Plan Core Strategy and Sites and Policies documents over a number of years. The revised regulations to confirm the stages required for the new plan-making system are expected in late 2025 or early 2026, along with Government guidance on the required content for new local plans. When the position is clearer, officers will be able to estimate likely costs with more certainty.

2.8 Pre-production work for the new Local Plan will require a review of the Rotherham Green Belt. The Council has successfully applied for the Government's Green Belt Review Fund Grant and been awarded £70,000 to support this work. Officers will review and apply for any other applicable funding that the Government makes available, subject to the normal internal approvals.

2.9 The costs for the Joint Waste Plan and required evidence base are estimated to be in the region of £400,000 in total. These costs will be incurred for work that cannot be completed in house and other statutory costs such as Sustainability Appraisal, Flood Risk Assessment, Habitats Regulations Assessment, Heritage Impact Assessment, Equalities Impact Assessment, Transport/Infrastructure Study, site assessment work and plan drafting, and Planning Inspectorate fees for independent examination. Accurate costs for each element are not known at present as they are dependent on the scope of work required, which will not be determined until preliminary work on the plan is completed and the number of candidate sites is known. The costs may also change, if the scope and content of the Joint Waste Plan changes due to any overlap with the emerging South Yorkshire SDS.

2.10 The costs for the Joint Waste Plan will be shared among the four authorities based on the population size of each authority. Rotherham's population is around 19% of the South Yorkshire total, resulting in a contribution of around £77,000. This contribution is expected to be required over the financial years from 2025/26 to 2027/28. The City of Doncaster Council is acting as lead on procurement and will ensure that relevant legislative and procedural

requirements are met. Rotherham, Barnsley and Sheffield Councils will transfer funds to Doncaster as required at appropriate stages. The four local authorities have signed a Memorandum of Understanding and Letter of Agreement to this effect.

## 3. Options considered and recommended proposal

3.1 **Option 1: Council adopts the LDS**
Adoption of the LDS would allow progress to be made towards allocating budget and officer resources for, and taking forward, the new Local Plan.

3.2 **Option 2: Council does not adopt the LDS**
Should the Council decide not to adopt the LDS then progress cannot be made with the new Local Plan. Where Local Plan policies are out of date the Council's ability to deliver its strategic objectives would be harmed. Given the Council's significantly higher housing target, the Council would be at risk of decisions being challenged by planning appeals. This would reduce the ability to provide certainty for residents, developers and investors.

3.3 Option 1 is the recommended option. This would enable a challenging but achievable programme for the new Local Plan, to ensure an up-to-date Local Plan is in place. This would assist the Council in progressing its strategic objectives for the Borough and delivering the significant uplift in new homes required by the Government.

## 4. Consultation on proposal

4.1 The timetable set out in the LDS has been informed by discussions with other Council service areas that are likely to contribute to the new Local Plan. Similarly, discussions have taken place with the other South Yorkshire authorities on the Joint Waste Plan and the relevant portfolio holders at each authority have been briefed.

4.2 There is no requirement to undertake public consultation on the LDS; however, the document does indicate when public consultation on the new Local Plan is programmed to take place.

## 5. Timetable and Accountability for Implementing this Decision

5.1 Under the Council's Constitution, the development plan for Rotherham Borough is part of the Policy Framework. As such, the adoption of an updated LDS concerning the timetable for development plan documents should be considered by a meeting of the Council.

5.2 Following approval by Cabinet on 15 September 2025, the updated LDS is now recommended to Council for adoption.

5.3 On adoption, the LDS would be published on the Council's website. Work would then progress on the new Local Plan in line with the timetable set out in the LDS.

## 6. Financial and Procurement Advice and Implications

6.1 The cost of producing the LDS has been managed within existing budgets. The adoption of the LDS sets out a timeline for completion of the Local Plan and South Yorkshire Waste Plan. There is no provision for these costs, which are estimated to be £1.1m and as such, they will need to be considered as part of the 2026/27 budget setting process and Medium Term Financial Strategy update. These plans, and future plans, need to be incorporated into the Council's Medium Term Financial Strategy (MTFS).

6.2 Any procurement activity undertaken to support the recommendations detailed in this report must be undertaken in compliance with relevant procurement legislation (Public Contracts Regulations 2015 or the Procurement Act 2023, whichever is applicable) as well as the Council's own Financial and Procurement Procedure Rules, with the exception of the Joint Waste Plan referred to at section 2.10. As the City of Doncaster Council are acting as the lead on this procurement, it will be their procurement procedure rules apply, albeit they will still be required to follow the same legislative requirements.

## 7. Legal Advice and Implications

7.1 The Planning and Compulsory Purchase Act 2024 (as amended) requires a Local Planning Authority to prepare and maintain a Local Development Scheme (LDS). Further ensuring that an up-to-date LDS is in place will provide a steer for future development and neighbourhood plans under the provisions of the planning legislation. A failure to adopt the LDS within a required timeline will leave the Council at risk of planning decisions for refusal being challenged by planning appeals and reduce the ability of the Council to challenge planning applications when required.

## 8. Human Resources Advice and Implications

8.1 There are no direct Human Resources implications arising from the recommendations contained in this report.

## 9. Implications for Children and Young People and Vulnerable Adults

9.1 There are no implications for children and young people and vulnerable adults arising from the recommendations contained in this report.

## 10. Equalities and Human Rights Advice and Implications

10.1 An equalities screening has been completed and is attached as an appendix. A full equalities analysis is not required.

## 11. Implications for CO2 Emissions and Climate Change

11.1 There are no direct implications on $CO_2$ emissions or climate change.

11.2 The Carbon Impact Assessment attached as an appendix has been reviewed by the Climate Change Officer.

## 12. Implications for Partners

12.1. The implications for partners or other directorates are mainly associated with awareness of the programme for undertaking the new Local Plan. Briefings and joint working will be undertaken as appropriate.

## 13. Risks and Mitigation

13.1 Local planning authorities are required to prepare and maintain a Local Development Scheme under The Planning and Compulsory Purchase Act 2004 (as amended). If the preparation of documents differs significantly from the timetable set out in the LDS, this is likely to lead to a finding of non-compliance with the statutory legal test at the independent examination of the relevant document, making it “unsound”. An unsound plan cannot be adopted by the Council.

13.2 Ensuring that an up-to-date Local Plan is in place will provide a steer for all future development and neighbourhood plans under the provisions of legislation. Failure to do so may leave the Council at risk of planning decisions being challenged by planning appeals, and reduce the ability to provide certainty for residents, developers and investors.

13.3 Costs have been estimated based on current information. There is a risk that additional budget may be required should the results of public consultation, technical work or legislative changes highlight the need for further work. Furthermore, the final cost of examination will be determined by the timetable established by the independent planning Inspector, which is beyond the Council’s control.

13.4 The LDS includes a risk assessment setting out potential risks, their impact and likelihood, and mitigation measures.

## 14. Accountable Officers

Andrew Bramidge, Strategic Director of Regeneration and Environment

Approvals obtained on behalf of Statutory Officers: -

| | **Named Officer** | **Date** |
|---|---|---|
| Chief Executive | John Edwards | |
| Strategic Director, Finance and Customer Services (S.151 Officer) | Judith Badger | |
| Assistant Director of Legal Services (Monitoring Officer) | Phil Horsfield | |

*Report Author:* *Andy Duncan, Planning Policy Manager,*
*01709 823830 or andy.duncan@rotherham.gov.uk*

This report is published on the Council's website.

Rotherham local plan

Rotherham Metropolitan Borough Council

**ROTHERHAM LOCAL PLAN**

# LOCAL DEVELOPMENT SCHEME

**Revised September 2025**

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# 1. Introduction

*Background*

The Planning and Compulsory Purchase Act 2004 (as amended) requires local planning authorities to prepare, maintain and publish a Local Development Scheme (LDS). The LDS sets out the Council's programme to produce the planning policy documents that form the Local Plan.

The Local Plan consists of a portfolio of Development Plan Documents (DPDs) together with documents concerned with the management of the plan making process.

Rotherham Local Plan documents produced to date include:

- the Local Development Scheme
- the Statement of Community Involvement
- Annual Monitoring Reports
- the Barnsley, Doncaster and Rotherham Joint Waste Core Strategy (DPD)
- the Rotherham Core Strategy (DPD)
- the Rotherham Sites and Policies Document (DPD)

The Council’s first Statement of Community Involvement was adopted by the Council on 14 June 2006. It was replaced with revised versions on 3 June 2015, 30 October 2019 and 18 September 2024.

The Barnsley, Doncaster and Rotherham Joint Waste Core Strategy was adopted by the Council on 8 March 2012.

The Rotherham Core Strategy was adopted by the Council on 10 September 2014.

The Rotherham Sites and Policies Document was adopted by the Council on 27 June 2018.

*Purpose of the Local Development Scheme*

This document sets out a revised project plan for the preparation of DPDs that comprise the Rotherham Local Plan. The LDS is intended to:

- Set out the subject matter, geographic coverage, development plan status and inter-relationships of Local Plan documents and if any are to be prepared jointly with other local planning authorities.
- Establish and reflect priorities for the Local Plan to steer associated work programming and resource allocation.

- Give a timetable and set milestones for the preparation and review of documents.

The LDS is subject to periodic review and may be amended due to legislative changes or any requirement to carry out significant additional technical work in response to consultation on draft DPDs. The LDS is available at http://www.rotherham.gov.uk/local-plan

## 2. Local Plan programme

*New Local Plan*

The Government published a revised National Planning Policy Framework (NPPF) and new standard method for assessing housing needs in December 2024. This new national policy significantly increased Rotherham's housing target, which is also now mandatory. As a result, the Council will not progress the Core Strategy Partial Update and will begin preparation of a full Local Plan under the new plan-making system brought in by the 2023 Act[1]. When adopted, the new Local Plan will replace both the Core Strategy and Sites and Policies DPD.

At the time of writing, the provisions of the 2023 Act relating to the new plan-making system had not yet been implemented in revised Local Plan regulations[2]. The timetable given in this LDS is therefore subject to change.

*Core Strategy Partial Update*

Legislation requires the Council to prepare and keep under review a Local Plan. It also requires the Council to review Local Plan documents every five years from adoption, to determine whether they require updating. The Council reviewed the Core Strategy (adopted in September 2014) and commenced an update, carrying out public consultation on a Core Strategy Partial Update (Regulation 18) in August and September 2024. As outlined above, due to the new national policy position the Council will not progress the Core Strategy Partial Update.

*Sites and Policies Document DPD*

The Council reviewed the Sites and Policies Document (adopted in June 2018) in 2023 and determined at that time that the document remained fit for purpose and did not require updating. In light of the new national policy position outlined above, the Council will prepare a new Local Plan. This will incorporate a review of all sites allocated in the Sites and Policies DPD.

*South Yorkshire Joint Waste Plan*

The Council is working with the other South Yorkshire authorities of Barnsley, Doncaster and Sheffield to prepare a new Joint Waste Plan, to replace the Plan adopted in 2012. A Joint Waste Needs Assessment was completed in 2022, to provide supporting evidence for a Joint Waste Plan. Work is ongoing to consider the scope and content of a Joint Waste Plan and its relationship with the emerging Spatial Development Strategy to be prepared by the South Yorkshire Mayoral Combined Authority (SYMCA). It is not possible to confirm the timetable to prepare a Joint Waste Plan at present.

[1] Levelling-up and Regeneration Act 2023
[2] The Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended)

*Statement of Community Involvement*

The Council is required by legislation to review the Statement of Community Involvement (SCI) every five years from adoption. The current SCI was approved by the Council on 18 September 2024. The next review of the SCI is due by September 2029.

*Neighbourhood Plans*

Local communities can prepare plans for their local areas if they wish to do so. The local planning authority does not prepare Neighbourhood Plans but has a duty to provide advice and technical assistance to community groups engaged in Neighbourhood Planning. Neighbourhood Plans form part of the statutory development plan for those areas of the borough if they have successfully passed independent examination and a local referendum.

The Council has designated the following Neighbourhood Areas:

- Dinnington St John's Parish (designated 11 July 2016)
- Maltby Parish (designated 10 April 2017)
- Wickersley Parish (designated 11 December 2017)
- Dalton Parish (designated 19 February 2018)
- Firbeck Parish (designated 7 October 2021)

The following Neighbourhood Plans have successfully completed the examination and referendum process and have been adopted by the Council:

- Dinnington St John's Neighbourhood Plan (adopted 26 May 2021)
- Wickersley Neighbourhood Plan (adopted 25 May 2022)
- Maltby Neighbourhood Plan (adopted 28 February 2024)

*Timetable*

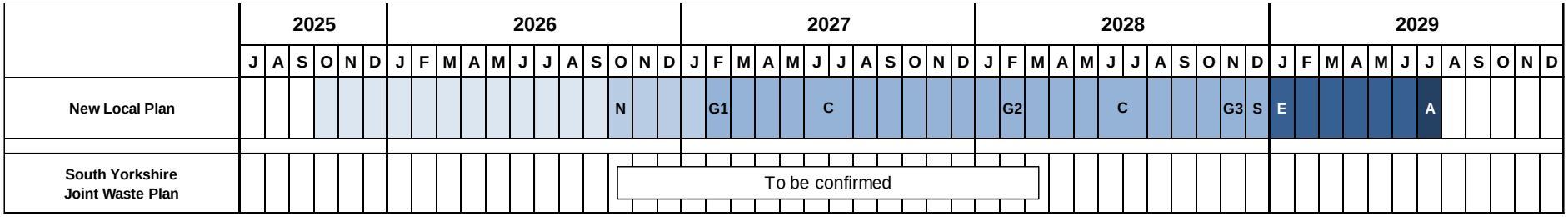
The Rotherham Local Plan programme is focused on the following development plan documents (DPDs):

- New Local Plan
- South Yorkshire Joint Waste Plan

The programme is illustrated in the timetable below and expanded in the subsequent detailed profiles. The milestones are dependent on revised Local Plan regulations

confirming the stages required under the 2023 Act. Gateway assessment dates are indicative only.

# Rotherham Local Plan Timetable




**Stages based on the Government's July 2023 consultation and February 2025 response on implementing the plan-making reforms in the Levelling-up and Regeneration Act.**

**Pre-production**

Review and update evidence base, eg green belt review, call for sites, settlement capacity, housing & employment land, transport study, SA etc.
Procure and commission necessary systems to produce "digital plan" with interactive maps
Ensure staff resource and training in place to produce digital plan and deliver front-loaded public engagement

**Commencement**
4 months' notice (minimum)

**N** Planning authority "gives notice" of start of plan-making
Scoping and early participation stage
Preparation of Project Initiation Document for Gateway 1

**30 month plan timeframe**

**Plan preparation**
23 months

Plan visioning and strategy development
Evidence gathering/revision and drafting the plan
Engagement, proposing changes, submission

**Gateway 1 (Advisory)** **G1** Self assessment using standard forms

**Public consultation (6 weeks)** **C** Visioning about the future of the area
Identify and test spatial options and local priorities

**Gateway 2 (Advisory)** **G2** Mandatory assessment by the Planning Inspectorate

**Public consultion (8 weeks)** **C** Communities, statutory bodies and stakeholders comment on draft plan
Planning authority makes any changes required prior to submission

**Gateway 3 (Stop/Go)** **G3** Mandatory assessment by the Planning Inspectorate

**Submission** **S** Plan submitted to secretary of state

**Examination**
6 months
(plus 3 months if consultation on modifications required)

**E** Examination in public by an examiner appointed by the secretary of state
Examiner determines if the plan is sound and legally compliant
Representors have a "right to be heard"

**Adoption**
1 month

**A** Finalisation and adoption of digital plan by planning authority

*Development Plan Document profiles*

| **New Local Plan** | |
|---|---|
| **Document details** | |
| Role and content | Complete new Local Plan to include:<br>• Strategic and local policies (subject to not duplicating National Development Management Policies)<br>• Site allocations to meet standard method local housing need, employment land, retail, community facilities etc.<br>• Digital policies map<br>• Infrastructure delivery plan |
| Status | DPD |
| Chain of conformity | To conform with national planning policy |
| Geographic coverage | Rotherham Metropolitan Borough |
| **Timetable and milestones** | |
| Notice of Plan commencement | October 2026 |
| Gateway 1 (self assessment) | February 2027 |
| Public consultation on draft Plan (vision, options and local priorities) | June / July 2027 |
| Gateway 2 (PINS assessment) | February 2028 |
| Public consultation on draft Plan (pre-submission) | June / July 2028 |
| Gateway 3 (PINS assessment) | November 2028 |
| Submission of Plan to Secretary of State | December 2028 |
| Examination by Government-appointed Planning Inspector | January / June 2029 |
| Adoption of the Plan by the Council | July 2029 |
| **Arrangements for production** | |
| Lead responsibility | Planning Policy Team, Rotherham MBC |
| Management arrangements | Production stages guided by briefing of Members. Public consultation will require approval by Cabinet. Submission of the plan for examination and subsequent adoption will require a resolution by the Council. |
| Resources required | Produced internally with consultant input in relation to certain evidence base studies and Sustainability Appraisal |
| Approach to involving the community and stakeholders | Outlined in the Statement of Community Involvement |
| **Post production** | |
| Monitoring and review mechanisms | Via the Annual Monitoring Report |

| South Yorkshire Joint Waste Plan | |
|---|---|
| **Document details** | |
| Role and content | Allocates strategic waste management sites within the four local authorities to deliver the Plan, together with supporting policies |
| Status | DPD |
| Chain of conformity | To conform with national planning policy |
| Geographic coverage | The Metropolitan Borough of Barnsley, the City of Doncaster, the Metropolitan Borough of Rotherham, the City of Sheffield |
| **Timetable and milestones** | |
| Notice of Plan commencement | To be confirmed |
| Gateway 1 (self assessment) | |
| Public consultation on draft Plan (vision, options and local priorities) | |
| Gateway 2 (PINS assessment) | |
| Public consultation on draft Plan (pre-submission) | |
| Gateway 3 (PINS assessment) | |
| Submission of Plan to Secretary of State | |
| Examination by Government-appointed Planning Inspector | |
| Adoption of the Plan by the Council | |
| **Arrangements for production** | |
| Lead responsibility | Joint Barnsley, Doncaster, Rotherham and Sheffield Councils |
| Management arrangements | Steering Group comprised of lead officers from the constituent authorities, working to agreed MoU. Oversight for the Plan and joint planning work by the South Yorkshire Mayoral Combined Authority infrastructure and housing portfolio. |
| Resources required | Combination of specialist consultants managed by Steering Group with representation from the constituent authorities and in-house planning officers |
| Approach to involving the community and stakeholders | Co-ordinated approach to consultation drawing on a common specification from the adopted SCIs of the four local authorities |
| **Post production** | |
| Monitoring and review mechanisms | Via the Annual Monitoring Reports of the four local authorities |

## 3. Monitoring and review

*Annual Monitoring Report*

Continuous monitoring and review are essential to the plan, monitor and manage process in the successful implementation of the Local Plan. The Annual Monitoring Report (AMR) is published at the end of each calendar year, reporting progress made in the preceding financial year. The report:

- Provides details of how well policies are being achieved by tracking their impact on relevant targets and whether policies need adjustment in the light of changes to national policy.

- Provides an updated list of technical studies, reports and other relevant publications contributing to the evidence base supporting Local Plan preparation.

- Indicates the performance of infrastructure providers against the infrastructure delivery planning requirements set out in the Core Strategy.

Annual Monitoring Reports are available at http://www.rotherham.gov.uk/local-plan

*Risk Assessment*

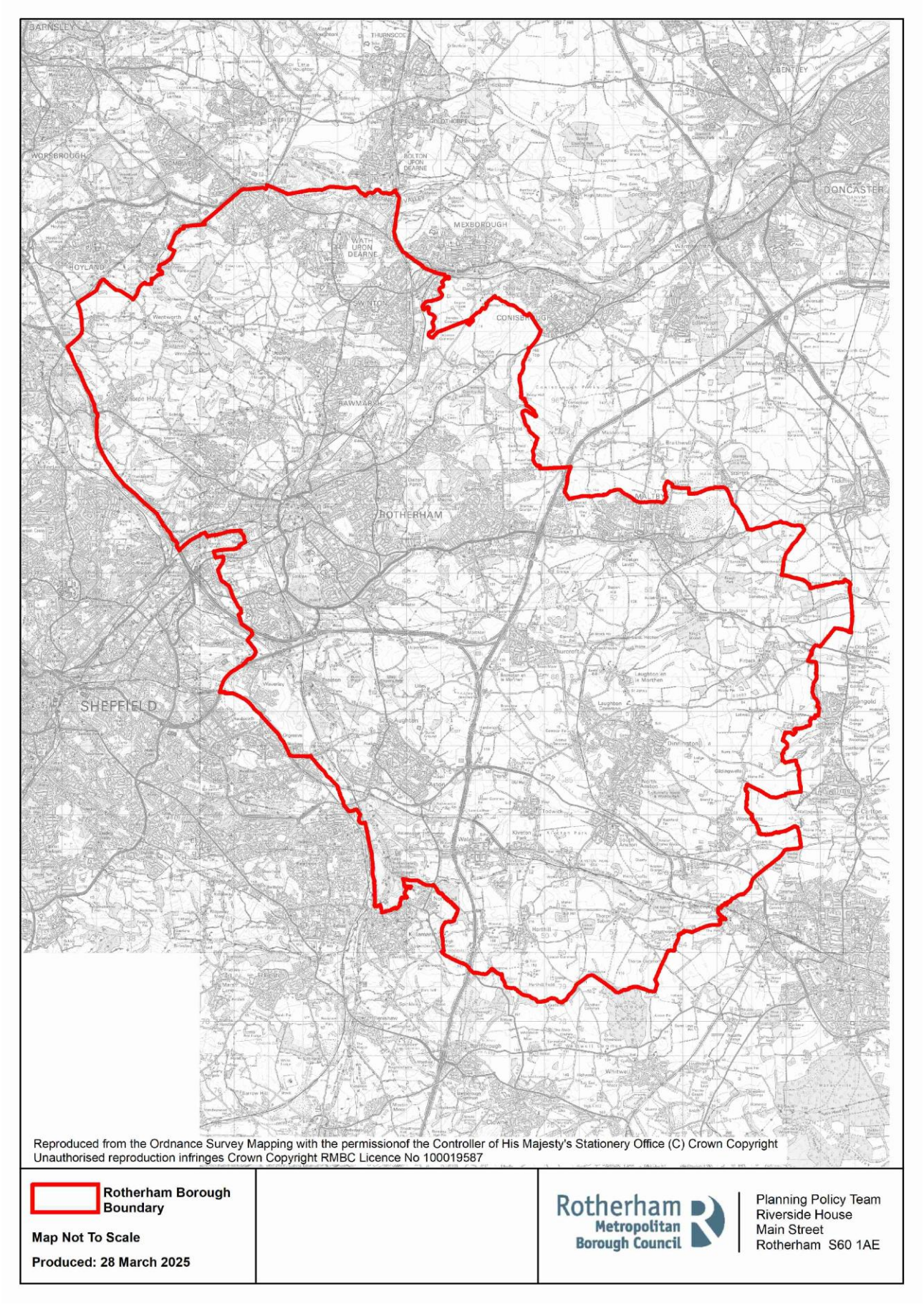
The table below identifies the risks in preparing the DPDs set out in this LDS, the probability and nature of any impact, and the mitigation / contingency for dealing with each risk.

**Risk assessment**

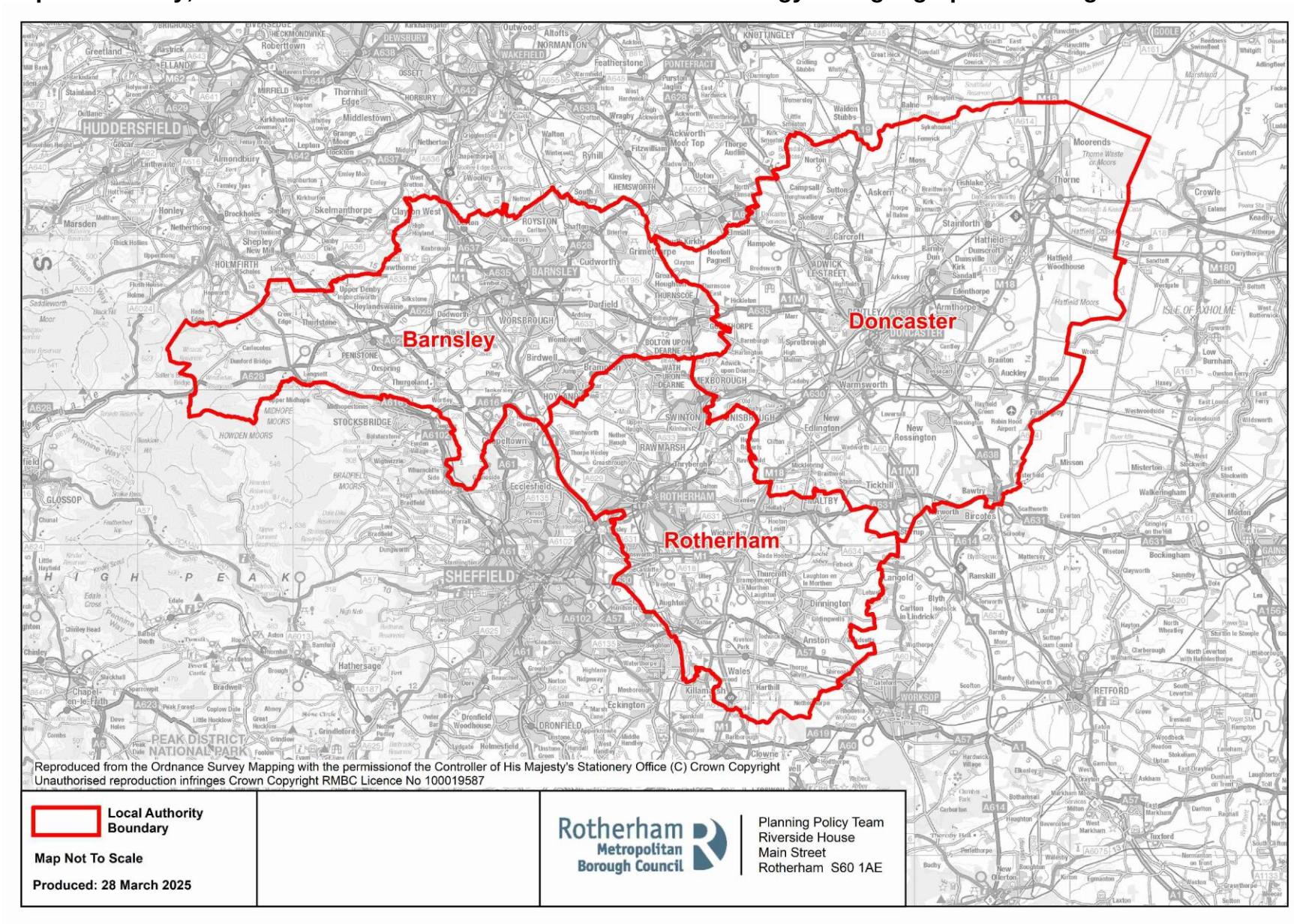
| Risk | Implication | Impact / Probability (low / medium / high) | Mitigation / contingency |
|---|---|---|---|
| Planning Inspectorate unable to meet timescales for examination | Programme slippage | H / M | Beyond the control of the Council; however the Council can ensure early and ongoing engagement with the Planning Inspectorate regarding timescales. The Gateway assessments in the new plan-making system should further mitigate this risk. |
| Insufficient budget | Programme slippage | H / M | Ensure scoping of the Plan identifies realistic budget requirements with appropriate flexibility.<br><br>Early internal engagement to identify and allocate appropriate budgets to support the Plan (including Examination). |
| Failure to meet Duty to Co-operate requirements | Programme slippage due to further work<br><br>Plan likely to be found unsound | H / L | Ongoing co-operation at regional level through SYMCA.<br><br>Ensure early and ongoing engagement on strategic, cross boundary issues with relevant Duty to Co-operate bodies, and production of Statements of Common Ground as required by national policy. |
| DPD found unsound at examination | DPD could not be adopted by the Council | H / L | Ensure the Plan complies with national planning policy and meets the requirements set out in legislation and regulations.<br><br>Ensure the Plan is based on up to date and robust evidence.<br><br>Access support and training, and draw on tools to support Plan preparation such as that offered by the Planning Advisory Service. |
| Legal challenge | All or part of the Plan may be quashed | H / L | All efforts will be taken to ensure that the Plan is found sound at examination.<br><br>Legal advice to be sought as necessary. |
| Changes to national policy | Further work required to comply may result in slippage | M / M | Ensure awareness of national policy position and respond to changes as soon as possible.<br><br>Ensure any additional work is effectively managed to ensure quality of output to an agreed timetable. |

| Risk | Implication | Impact / Probability (low / medium / high) | Mitigation / contingency |
|---|---|---|---|
| Additional work required (for example arising from representations submitted, or need for further evidence) | Programme slippage due to further work | M / M | Implementing the new plan-making system gives rise to potential for unforeseen additional work. Extra resources may need to be deployed, including external consultancy support at key stages.<br><br>Adopt effective project management approach to undertaking the Plan.<br><br>Consider internal resources available to contribute towards the Plan, and/or appointment of specialist consultants where necessary.<br><br>Consider and resolve budget implications arising from additional work requirements.<br><br>Work commissioned by external consultants to be managed effectively to ensure quality of output to an agreed timetable. |
| Planning Policy resources diverted to other work | Programme slippage | M / M | Ensure corporate support for the Plan.<br><br>Management of Planning Policy work programme to ensure priority of the Plan (including through service and team plans, and individual workloads). |
| Staff retention and recruitment | Programme slippage | H / H | Consider internal resources available to contribute towards the Plan, and/or appointment of specialist consultants where necessary.<br><br>Seek to fill vacancies with appropriately qualified officers as soon as possible. Consider graduate planner programmes. |
| Political uncertainty | Programme slippage | M / M | Ensure corporate support for the Plan.<br><br>Ensure briefing of and engagement with Members throughout the Plan process. |
| Breakdown of joint working arrangements | Programme slippage or abandonment | H / L | Ensure appropriate Memorandum of Understanding is signed and adhered to by all parties. Regular reporting to oversight groups. |

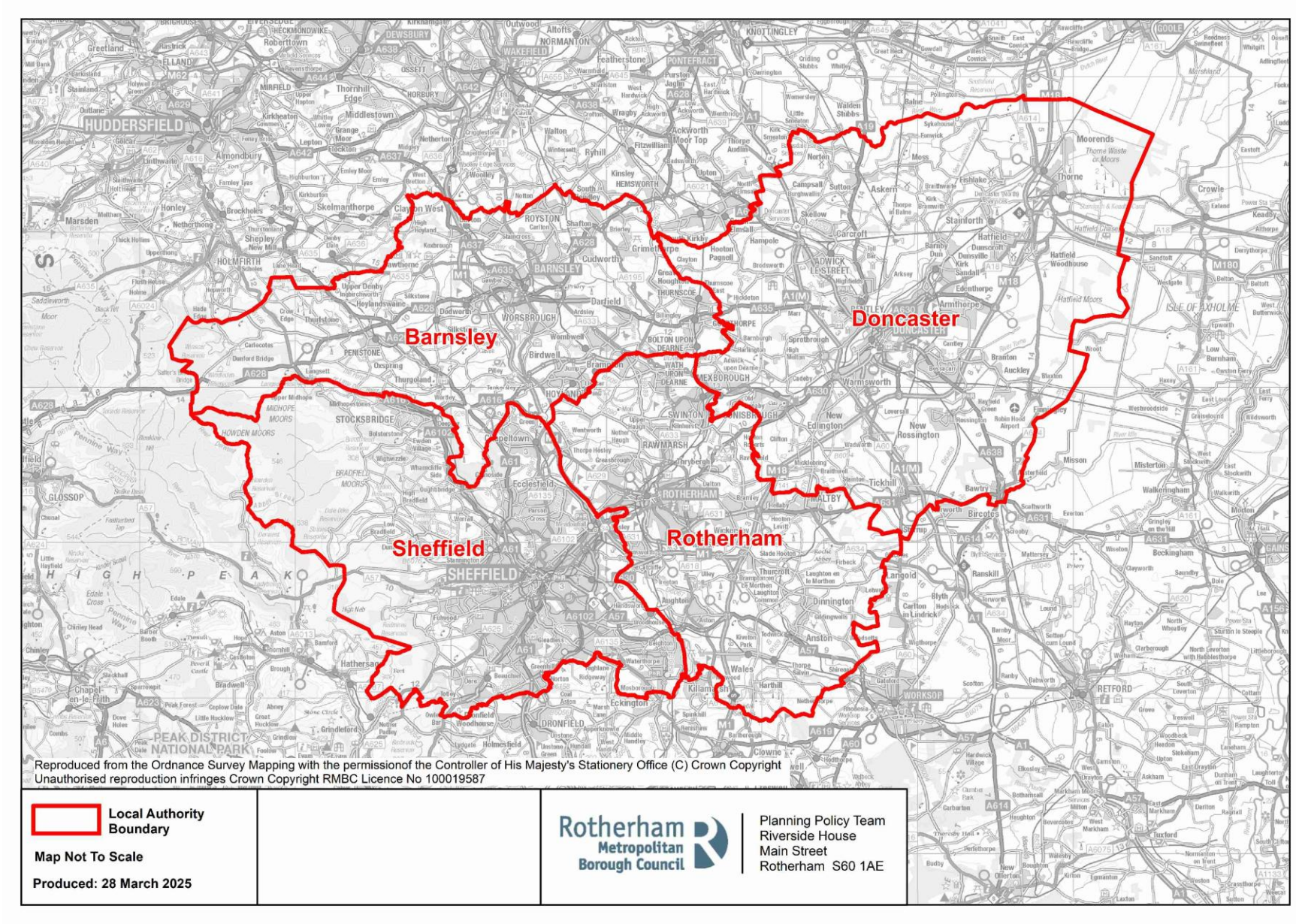
## Map 1: Rotherham DPD geographic coverage



## Map 2: Barnsley, Doncaster and Rotherham Joint Waste Core Strategy DPD geographic coverage



## Map 3: South Yorkshire Joint Waste Plan DPD geographic coverage



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: Local Development Scheme** | |
| **Directorate:**<br>Regeneration & Environment | **Service area:**<br>Planning Service |
| **Lead person:**<br>Andy Duncan, Planning Policy Manager | **Contact number:**<br>01709 823830 |
| Is this a:<br>☐ **Strategy / Policy** ☐ **Service / Function** ☑ **Other**<br><br>**If other, please specify**<br>The Local Development Scheme sets out a programme for the preparation, adoption and review of the Rotherham Local Plan. | |

| **2. Please provide a brief description of what you are screening** |
|---|
| The Planning and Compulsory Purchase Act 2004 (as amended) requires the Local Planning Authority to prepare and maintain a Local Development Scheme (LDS) which sets out a programme for the preparation of the Development Plan Documents (DPDs) that comprise the Rotherham Local Plan. |

| **3. Relevance to equality and diversity** |
|---|
| All the Council's strategies/policies, services/functions affect service users, employees or |

Appendix 2

the wider community – borough wide or more local. These will also have a greater/lesser relevance to equality and diversity.

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

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

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

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

The Local Development Scheme specifies the documents which are to be development plan documents, the subject matter and geographical area to which each relate, and the timetable for the preparation and revision of the documents. It does not cover the detailed content of these documents nor the process for preparing and consulting on them.

Any future Local Plan documents will be subject to separate reports requiring Cabinet or Council approval prior to consultation, submission and adoption, and will also be subject to detailed equalities impact assessment.

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

Appendix 2

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**.**<br><br>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.<br><br>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?** | |
| • **Key findings** | |
| • **Actions** | |
| Date to scope and plan your Equality Analysis: | n/a |
| Date to complete your Equality Analysis: | n/a |
| Lead person for your Equality Analysis (Include name and job title): | n/a |

| **5. Governance, ownership and approval** | | |
|---|---|---|
| Please state here who has approved the actions and outcomes of the screening: | | |
| **Name** | **Job title** | **Date** |
| Nigel Hancock | Head of Planning and Building Control | 6 March 2025 |

| **6. Publishing** | |
|---|---|
| This screening document will act as evidence that due regard to equality and diversity has been given.<br><br>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.<br><br>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** | 6 March 2025 |
| **Report title and date** | Local Development Scheme |
| **If relates to a Cabinet, key delegated officer decision, Council, other committee or a** | Cabinet 15 September 2025 |

Appendix 2

| | |
|---|---|
| **significant operational decision – report date and date sent for publication** | |
| **Date screening sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk** | 6 March 2025 |

| 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 the Borough as a whole. | Describe any measures to mitigate emission impacts | Outline any monitoring of emission impacts that will be carried out |
| Emissions from non-domestic buildings? | None | n/a | n/a | n/a | n/a |
| Emissions from transport? | None | n/a | n/a | n/a | n/a |
| Emissions from waste, or the quantity of waste itself? | None | n/a | n/a | n/a | n/a |
| Emissions from housing and domestic buildings? | None | n/a | n/a | n/a | n/a |
| Emissions from construction and/or development? | None | n/a | n/a | n/a | n/a |
| Carbon capture (e.g. through trees)? | None | n/a | n/a | n/a | n/a |

| |
|---|
| Identify any emissions impacts associated with this decision which have not been covered by the above fields:<br><br>n/a |

| |
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| Will the proposal affect Council services' resilience to climate change, or the capacity of people living in the Borough to adapt to climate change?<br><br>No. The report seeks approval of a revised timetable for Local Plan documents. It does not cover the detailed content of these documents. In due course, the emerging Local Plan documents will be subject to detailed carbon impact assessment which can consider resilience and adaptation. |

| |
|---|
| Provide a summary of all impacts and mitigation/monitoring measures:<br><br>The Local Development Scheme specifies the documents which are to be development plan documents, the subject matter and geographical area to which each relate, and the timetable for the preparation and revision of the documents. It does not cover the detailed content of these documents nor the process for preparing and consulting on them.<br><br>Any future Local Plan documents will be subject to separate reports requiring Cabinet or Council approval prior to consultation, submission and adoption, and will also be subject to detailed carbon impact assessment. |

| Supporting information: | |
|---|---|
| Climate Impact Assessment Author | Andy Duncan<br>Planning Policy Manager<br>Planning Service<br>Regeneration and Environment |
| Please outline any research, data or information used to complete this Climate Impact Assessment. | 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 |
| Validation | Tracking Reference: CIA430 |

| | |
|---|---|
| | Katie Rockett<br>Climate Change Officer |

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# BRAMLEY AND RAVENFIELD WARD

Covering Bramley, Hooten Roberts and Ravenfield



Councillor Liz Duncan



Councillor Greg Reynolds

**November 2025**

## Report to Full Council

### Ward Priorities

1. Improving road safety and addressing crime and anti-social behaviour
2. Improving the environment and enhancing community facilities
3. Bringing people together and improving mental and physical wellbeing

### How these ward priorities were agreed

We consulted with members of the public to assess their ward priorities, using online consultation, which was promoted via the monthly ward e-bulletin and out in the community. We visited community groups, coffee mornings and liaised with Parish Councils to ensure that we heard the voices of people across the ward. We also reached out to Rotherham Council and statutory colleagues to ensure that our priorities reflected their demands on service and the local need.

Ultimately, we wanted to identify the things that matter most to residents within the ward, as well as local ambitions and aspirations.

### How these priorities support the Thriving Neighbourhoods strategy

Our vision is for every neighbourhood in Rotherham to be a thriving neighbourhood, where people are able to work together to achieve a good quality of life. So that residents feel happy, safe and proud of where they live. We want to encourage and enable residents to use their own assests; their strengths, knowledge, and skills to contribute to improving the things that matter to them, whilst capitalising on exisiting neighbourhood assests, such as community buildings, green spaces and community, faith or voluntary groups.

The projects outlined below, demonstrate how neighbourhood working, even in particularly challenging economic times, have allowed us to support essential community initiatives, such as increasing social activities in our community centres, championing inclusivity through partner-led social activities, ward litter picks, and work to enhance community facilities like local allotments.

## Working in partnership

As Elected Members we work alongside many organisations to support people in our ward. This includes our Parish Councils – Bramley and Ravenfield, plus community groups and businesses, such as Lost Chord UK, Ravenfield Women's Friendship Circle, and our local schools; Bramley Grange Primary and Ravenfield Primary. Whilst dealing with residents' issues we've worked with key Council teams and organisations like Housing, Highways and South Yorkshire Police, whether via our Community Action Partnerships, where collectively we tackle crime and anti-social behaviour, or through surgeries, coffee mornings or site visits.

Our partnerships have allowed us to create opportunities for bringing people together, through song, socialising and activities to improve the neighbourhood. Dementia-friendly, inclusive singalong events with partners Lost Chord UK and support from Ravenfield Parish Council have improved mental health and wellbeing, whilst working with Bramley Parish Council and Bramley Grange School we've worked hard to keep the ward litter free, to improve the environment and increase residents' sense of pride in their neighbourhood. Listening to residents' concerns in Hooton Roberts has led to village gateway features and traffic calming being installed, improving road safety for both road users and residents.

## 1. Improving road safety and addressing crime and anti-social behaviour

We hold quarterly Community Action Partnership meetings with colleagues from Housing, the Community Protection Unit, Highways and South Yorkshire Police. We also invite our local Parish Councils, so that they can share issues and information within an appropriate forum. The CAPs allow us to address concerns with a collaborative approach, tackling issues such as fly-tipping and road safety.

In addition to traffic calming measures in Hooton Roberts, we are currently progressing a project on Braithwell Road in Ravenfield. Following concerns from residents, pedestrians and road users, we are working with the Council's Highways team to fund the installation of village approach bars, to improve driver behaviour, encouraging them to keep to the 30mph limit.

## 2. Improving the environment and enhancing community facilities

We have funded various projects that improve community facilities and the environment, not least the ever-growing Ravenfield Allotments. The community here have worked tirelessly to create a welcoming and functional community space from an overgrown patch of land. Security fencing was funded via our capital budget, improving the safety of the site and ensuring the allotments remain a quality community asset.

Bramley Parish Council have received funding to purchase year-round outdoor light projectors that will enhance annual events and celebrations, such as Christmas and Remembrance Sunday.

## 3. Bringing people together and improving mental and physical wellbeing

As well as the success of establishing monthly dementia friendly singalongs in Ravenfield, we have been able to fund additional community projects that bring people together. We are proud to support the annual mini pantomime in Ravenfield. Our support allows the Parish Council to make the event more affordable for families, increasing inclusivity of the event and bringing joy to those in the ward.

Ravenfield Ladies Friendship Circle host an annual well dressing event and gathering at the site. Together they involve the wider community and celebrate the heritage and traditions of the village.

Most recently, we have contributed towards an international residential trip for Bramley Girl Guides. The trip will provide them with an opportunity to increase their self-confidence, independence and life skills, whilst coming together with friends to build lasting relationships.

Agenda Item 15

# BRINSWORTH WARD



Councillor
Adam Carter



Councillor
Charlotte Carter

## Report to Full Council

**November 2025**



### Ward priorities

- A Cleaner and Greener Brinsworth
- A Safer Brinsworth
- A Community Focused Brinsworth
- A More Active Brinsworth

**How Our Ward Priorities Were Determined**

We believe that local residents are best placed to share insights about their community and what matters most to them. By regularly engaging with a diverse range of community groups and local activities, we've created opportunities to speak directly with those who live and work in Brinsworth.

In addition to these conversations, we have reviewed ward level data, including demographic and geographic information, and considered feedback gathered through consultations with partner agencies, voluntary organisations, and community groups.

Most importantly, we have actively listened to residents. Community consultation has been central to shaping priorities that reflect the real needs of our ward. By combining grassroots feedback with existing data and intelligence, we have developed a set of ward priorities that are both informed and meaningful to the people of Brinsworth.

**How these ward priorities support the Thriving Neighbourhoods Strategy**

We are working together with local people, groups, and organisations to make sure our ward priorities reflect what really matters to the community. By focusing on local strengths and using a place-based approach, we are supporting residents to shape their neighbourhoods. This way, we make the most of our budget and ensure every project brings lasting value.

**Working in partnership**

We have teamed up with Brinsworth Parish Council, South Yorkshire Police, local schools, and community organisations to get things done together. By sharing ideas, resources, and funding, we have been able to deliver joint projects that really benefit the community. It's all about working together to make a bigger impact.

**Progress so far**

Thanks to our ward budgets and support from partners and council teams, we have been able to deliver a wide range of projects across Brinsworth. These projects reflect what matters most to our community and are helping us meet our local priorities. Here are some of the highlights so far

## Ward Priority 1 – A Cleaner and Greener Brinsworth



We are continuing to work with our four primary schools and Brinsworth Academy to deliver fun, hands-on environmental days. These give young people the chance to plant bulbs and trees, take part in nature-themed creative activities, and contribute to local wildlife initiatives.

A further 29 replacement trees have been planted this year as part of our ongoing support for the Adopt a Tree Scheme.

We are developing a planting programme with RMBC's Woodlands Officer and Brinsworth Parish Council to plant a further 365 trees as part of a Trees Outside Woodlands programme.

We are working on a pilot project with CPU and Brinsworth Parish Council, to help reduce dog fouling in problem areas around Brinsworth. We will be putting up signs and sharing messages to raise awareness and encourage dog owners to do the right thing and clean up after their pets.

## Ward Priority 2 – A Safer Brinsworth



We have worked in close partnership with the Towns and Villages team, acting as a link between local businesses and residents to support the successful delivery of the improved parking scheme around the Brinsworth Lane shopping area.

We are working with partner agencies to tackle anti-social behaviour, focusing on the rise in off-road bike issues. This joint effort aims to improve safety and address concerns in affected areas.

Ward budget has been allocated for the installation of additional CCTV cameras in hotspot areas, enhancing community safety and supporting efforts to reduce anti-social behaviour.

## Ward Priority 3 – A Community Focused Brinsworth




We continue to use Community Leadership Fund resources to support Brinsworth Community Library in developing new clubs and activities for older residents, families, and young people, helping to strengthen community engagement and inclusion.

We provide funding to support local community groups to run confidence-building activities, organise outings, and buy the materials and equipment they need. These efforts help bring people together, boost wellbeing, and make sure groups have what they need to thrive

We are currently working with Council departments and local businesses to explore the development of an access route aimed at improving connectivity for elderly and vulnerable residents. This ongoing project seeks to reduce social isolation, promote independence, and strengthen links with the wider community.

## Ward Priority 4 – A More Active Brinsworth



Providing high quality play equipment and outdoor spaces remains a key priority. We are currently working with Brinsworth Parish Council in the early stages of exploring potential improvements and new equipment that reflects the needs and preferences of local families and young people.

We are exploring the possibility of offering healthy, fun activities for families during school holidays. As part of this, we are looking into piloting a family fitness programme next Easter, with the aim of rolling out similar initiatives in the future if successful.

Rotherham Metropolitan Borough Council

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|---|---|
| **NOTICE OF MOTION** | **Date of Council Meeting: 05/11/25** |
| | **Mover: Councillor Jones** |
| | **Seconder: Councillor Currie** |
| | **Title of Motion:** Watsons Tip Droppingwell |

**Summary/Background:**

This Council understands that the Environment Agency undertook a permit variation of an historic permit "Watsons tip Droppingwell" in December 2016. Residents had always been aware of the reported Dangerous substances that were tipped into phase 1 of the site between 1958 and 1989, these substances were both in liquid and solid forms and included barrels of cyanide and various heavy metals from local steel production facilities. In 1989 it was also discovered that the site was also receiving medical waste and some of this was being discovered in the nearby aptly named "Sicley brook "this gave rise to a big concern around local environmental health risks and testing of the site lead to a public enquiry.

In 2016 the Environment agency supplied the names of two EA officers to a consultant working for Grange Landfill Ltd, who in their words "had done this before" and could help them get around the issues. The "issues" referred to related to the inability of the company to navigate a way around the legislation contained within the European landfill directive to allow the re-opening of the site due to its previous "toxic" history. We presume the officers obliged with the advice (no physical records of the meeting exist, only a note that phone calls took place) and in December 2016 the EA issued a variation without any public or local authority consultation.

The Permit variation was a substantial document and included 5 prerequisite actions required by the operator prior to the permit variation allowing the commencement of landfilling at the site. One of those prerequisites was the implementation of a QA assured ground water and gas monitoring regime that tested both phase1 and phase 2 of the site, something that should have been in place since 1978, however this had never been enforced. In January 2017 the site owner sunk 5 boreholes around the whole site and 4 boreholes directly into the waste mass in phase 1. During this process, a previous Councillor of this authority asked the contractors why they had removed themselves from the phase one site after drilling 3 of the 4 holes, he was told by the site foreman that, in the 9 acre site drilling with a 4 inch drill two of the holes had hit a "marzipan smell" this is the smell that Cyanide gives off, he also said that "they were not made aware of the site contents and didn't bring any PPE for working on a contaminated site"

after this conversation became public the site owner brought in a second contractor to complete the works and within 6 weeks the first contractor went into liquidation.

The material from these boreholes was left in a public area for several days, in clear plastic bags, before being sent for Lab testing. One of the boreholes BH5 was drilled outside of the permitted area on public land and on two occasions was accidentally destroyed by contractors who were asked to “plane the walkway” due to severe rutting caused by vehicle movements. In early November 2019 concerns were raised with the EA that test results from BH5 were still being submitted to the EA as part of the testing regime despite the hole being filled in around July/ August 2019. The EA undertook a “Botched investigation” and due to Covid regulation conducted most of the work via phone calls with the operator. Despite being provide with photos containing meta data showing date and time stamps, in March 2019 the EA decided that they would believe the contractors end of year report, where the operator claimed, “the borehole had been vandalised by members of the public” and they were not able to take anymore samples in November 2019.

BH5 has now been inactive “using the operators own timeline” since November 2019 and no attempts have been made to rectify this situation. Part of the EAs reassurance to the public, they committed to undertake quarterly inspections of the site, recently this has reduced to “looking over the fence” the reason given on several occasions is that “the site is currently not active” this statement is factually incorrect, the site according to the EA has remained an “active site “ since 1978 and at no point has the site been classed as inactive, only phase 1 has been marked as in Closure. What the EA are referring to is there is no Landfilling taking place on site, however this doesn’t consider that the Monitoring of the site for water and gas monitoring purposes must be undertaken “continuously” throughout the life of the site and whilst in post site closure. Effectively the EA have failed in its public health duty for over 5 years to enforce the monitoring (as per the permit preconditions).

The council also understands that a second precondition is that the operator must construct cells within the new phase, the work on this started back in 2021 and rapidly ramped up to over one hundred 30-ton lorries visiting site daily. This saw the import of over 160,000 tons of material. The material used was for the construction of bunds around the first cell, it was quickly realised that the location and size of the cell was in contradiction of the 1958 planning permission. Despite the construction size being raised as an error in the original permit variation, the EA took the view that during any construction phase they had the power to vary any part of the construction so long as it still met QA certification.

During the construction of Berms of this size, the operator is required to supply QA data from a competent engineer showing construction materials used and compaction data. Again, despite regular requests the EA have decided that they will wait for the final construction certification to ask for these assessments, this was completed over 2 years ago and no certificate has been forthcoming. In the last two Compliance Assessment Reports carried out over a year ago the EAs own inspector noted “large structural cracks within the Berm construction” this is symptomatic of the wrong material being used, inappropriate water content and should have been picked up in the inspections. The “so what” is that the Northwest side of this cell is on the opposite side of a Hawthorne hedge, to a public footpath

and increases in height to over 10m high, creating a risk of the public being court in any possible landslide.

**That this Council:**

We believe that due to the list of ongoing failures by the EA to keep the site compliant with the varied permit for over 5 years and the operators unwillingness to comply with requirement to supply QA certification for the Berm on completion in a timely manner , that the EA now not only have the ability, but also a public health duty to remove the permit variation and require the site to be returned to its natural state, as prior to 2016.

**Therefore, this Council resolves to:**

This council requires that the Chief Executive writes to the secretary of state for the Environment, to request a full and open public enquiry into the variation of the original permit, the way in which the permit was issued, and full consideration of all the failures of the Environment Agency to regulate and ensure compliance under its own variation for over 5 years.

We also request that consideration be given to remove the historical planning permission for phase2 of the site, for none compliance of the 1958 permission and that any future applications for planning be judged against current legislation.

**To be completed by Governance**

| | |
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| Date received by Governance/Head of DS: | |
| Date sent to Monitoring Officer: | |
| Date approval from Monitoring Officer received: | |

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Rotherham Metropolitan Borough Council

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| **NOTICE OF MOTION** | **Date of Council Meeting:** 5th November 2025 |
| | **Mover:** Cllr Ball |
| | **Seconder:** Cllr Bacon |
| | **Title of Motion:**<br><br>Fairness for Garden Waste Users |

**This Council notes:**

- The brown bin garden waste collection service, for which residents pay an annual subscription fee, was suspended with immediate effect from early August 2025 due to a staff shortage, with disruptions continuing well beyond the initial end-of-August resumption date.

- This suspension and subsequent delays have led to widespread inconvenience, with many subscribers unable to dispose of garden waste through the service they have paid for, forcing them to seek alternative disposal methods at significant personal cost, often exceeding the value of any proposed compensation.

- The Council's offer of a £10 refund or discount on next year's subscription has been widely criticised as inadequate and insulting, failing to address the full extent of the disruption or the financial burden placed on residents.

- These service failures have disproportionately affected vulnerable groups, including disabled residents who rely on the brown bin service for accessible waste management and have faced additional hardships in managing garden waste without it.

- Public confidence in the leadership of the Council's waste management service has been severely eroded, as evidenced by ongoing complaints and media coverage highlighting persistent issues.

**This Council believes:**

- Subscribers to the brown bin service deserve fair treatment and full compensation for a service that has not been delivered as promised, rather than token gestures that do not reflect the true costs incurred by residents.

- Waiving the subscription fees for the affected period is essential to restore trust in the Council's ability to provide reliable public services and to prevent further alienation of ratepayers.

- Continuing to charge full fees amid such disruptions undermines the principles of accountability and value for money expected from local government.

- Prioritising resident welfare, particularly for disabled and vulnerable individuals, must be at the heart of any response to service failures, and that the current approach falls short of this standard.

**This Council resolves to:**

1. Offer residents who subscribed to the 2025 brown bin garden waste service a waived subscription fee for the 2026 service, provided they take up the offer to continue their subscription in 2026, as compensation for issues experienced this year.

2. Issue a public apology to affected residents, acknowledging the inadequacy of the £10 offer and the broader impacts of the service disruption.

3. Conduct an independent review of the garden waste service incorporating feedback from residents, including disabled users and present these findings to the Executive for their consideration and decision on any subsequent actions.

4. Explore options for enhancing support for vulnerable residents, such as assisted collections, to prevent similar disproportionate impacts in future.

**To be completed by Governance**

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|---|---|
| Date received by Governance/Head of DS: | |
| Date sent to Monitoring Officer: | |
| Date approval from Monitoring Officer received: | |

Rotherham Metropolitan Borough Council

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|---|---|
| **NOTICE OF MOTION** | **Date of Council Meeting: 5th November 2025** |
| | **Mover:** Cllr Baum-Dixon |
| | **Seconder:** Cllr Z Collingham |
| | **Title of Motion:**<br><br>**Standing up for rural communities** |

**This Council Believes:**
Rotherham deserves a Council that values its rural communities as vital to the borough's wellbeing, sustainability, and prosperity. By passing this motion, we commit to ensuring rural areas receive the attention and support they need to thrive.

**This Council Notes:**

1. That 70% of Rotherham is rural, providing vital space for recreation, wellbeing, and biodiversity, while being home to communities that face unique challenges in accessing services, infrastructure and protecting against rural crime.

2. That the current system of determining eligibility for free school transport is based on distance measured "as the crow flies." While this system works in urban areas with direct links to schools, it disadvantages rural pupils who may live within distance catchment but have to travel significantly further due to indirect routes and lack of safe, direct paths.

3. That rural communities are often poorly connected to public transport, impeding access to essential public services, including health and wellbeing services.

4. That responsibility for public transport, particularly buses, now rests with the South Yorkshire Mayor, and that the Leader of the Council, in his role with the South Yorkshire Mayoral Combined Authority (SYMCA), should ensure the needs of rural communities are taken into account during the rollout of the new publicly owned transport system.

5. That access to reliable 5G mobile phone service and high-speed internet is essential for rural residents and businesses, yet many areas, including parts of Rotherham, face significant connectivity gaps.

6. That rural crime, including off-road bikes, cannabis cultivation and fly-tipping on farmland, leave many rural residents feeling unsafe and lead to financial hardship for landowners and damage to our environment. Effective and timely collaboration and deployment by South Yorkshire's Rural and Off-Road Policing Team is vital in the fight against rural crime.

CONFIDENTIAL DRAFT

7. That rural communities, particularly farmers, act as custodians of our environment, safeguarding wildlife, promoting sustainability, and leading efforts to combat climate change.

8. That many family farms are asset-rich but cash-poor, with profitability often disconnected from land values. Such farms are at risk of forced sale due to Government reforms to Agricultural Property Relief (APR) and Business Property Relief (BPR). The National Farmers Union (NFU) estimates that around 75% of working farms could be affected, with a typical cereal farm making a profit of £34,000 and being hit with ten annual tax instalments of £53,000, over 1.5 times its profits.

**This Council Resolves To:**

1. Develop a Rural Strategy for Rotherham, prioritising transport, digital access, healthcare, and economic opportunities tailored to rural needs.

2. Work with, encourage, and facilitate the installation of 5G infrastructure in rural areas, like Woodsetts and Thorpe Hesley, while ensuring that culturally significant sites are respected.

3. Ensure rural issues are considered in all Council policies and decisions at both borough-wide and local levels.

4. Advocate for improved public transport access for rural areas, including public services and school routes, by working with SYMCA and the South Yorkshire Mayor to ensure rural needs are prioritised in the rollout of the new publicly owned transport system.

5. Review the criteria for free school transport, exploring a test based on the shortest accessible route from home to school, rather than "as the crow flies," to ensure rural pupils are not unfairly excluded from support.

6. Work with South Yorkshire Police to address rural and wildlife crime, pushing for an expanded Off-Road team, with a dedicated Rotherham unit, and call on RMBC officers to regularly attend Rural Crime and Off-Road Policing meetings.

7. Recognise and support farmers, particularly family farmers, as key custodians of our environment, promoting biodiversity, sustainability, and climate resilience.

8. Write to the Chancellor of the Exchequer and the Secretary of State for Environment, Food and Rural Affairs to call for the reversal of APR and BPR restriction in this year's Budget, supporting family farmers in Rotherham.

9. Explore additional council-led initiatives to support rural businesses, including strengthening local food networks, improving rural infrastructure, and advocating for fairer funding for rural communities.

**To be completed by Governance**

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| Date received by Governance/Head of DS: | |
| Date sent to Monitoring Officer: | |
| Date approval from Monitoring Officer received: | |

Please contact governance@rotherham.gov.uk for any support

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Rotherham Metropolitan Borough Council

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| **NOTICE OF MOTION** | **Date of Council Meeting: 05/11/25** |
| | **Mover: Councillor Baggaley** |
| | **Seconder: Councillor Duncan** |
| | **Title of Motion:**<br>**Proposed Whitestone Solar Farm** |

**Summary/Background:**

The proposal for a 750 MW solar farm across Rotherham and Doncaster is likely to be the first Nationally Significant Infastructure Project to apply for planning permission in the local authority area. The motion calls on the developers to hear the concern of the community, withdraw their proposal, and significantly scale back any future proposals.

**That this Council notes:**

1. Proposals for the Whitestone Solar Farm, which would stretch from Conisbrough in the north to Woodall in the South, a total area of 2,000 hectares, have recently completed their pre-statutory consultation phase. It would potentially be the largest solar farm operating in the United Kingdom.

2. The proposal has already attracted significant local concerns. It would disrupt more than 60 rights of way, force significant traffic for construction and maintenance along narrow countryside roads, remove land from agricultural use, and alter the appearance and “landscape value” of miles of local countryside. It would be an impact on an historic scale.

3. If developed as it is currently proposed, there is no clear benefit to local communities. Residents who would face the most direct consequences of the development are not currently expected to see any direct benefits to their energy bills, or local employment.

4. The concern of residents about the nature of the consultation taken so far, which have been technical and abstract, with hard copies of materials only available at considerable expense to consultees.

**Further notes:**

1. The objections made to the developers by all three Rotherham MPs, and by a cross-party group of local councillors, as well as a number of affected local parish councils.

2. The January 2025 motion agreed by this council on a cross-party basis, which calls for solar panels on buildings to be prioritised over those in undeveloped countryside.

3. The Leader of the Council has written to the Secretary of State for Energy Security and Net Zero to express the concerns of the community that allowing a development free for all, rather than a managed process of solar farm expansion especially in more rural areas, will undermine support for the government's Net Zero ambitions.

4. Moreover, there is a risk that confidence in potentially more acceptable, smaller scale solar farm proposals is undermined by industrial scale proposals of this nature.

5. The Whitestone proposal is not expected to make a formal application to the Planning system until May 2026 at which point it will be determined by the government as a Nationally Significant Infrastructure Project (NSIP).

6. That technical aspects of the Planning process, including production of a Local Impact Report, will be undertaken by the Council's Planning officers. This process must be undertaken impartially, in line with the requirements of Planning rules, in order to protect the integrity of the process and the best interests of council tax payers. This work will be reported to the Planning Board on a quarterly basis, in accordance with the decision of Cabinet on 20th October 2025.

**Therefore, this Council resolves to:**

1. Express its view that the current Whitestone proposal does not enjoy the support of this Full Council.

2. Calls on the developer to heed the views of the borough's elected representatives at all levels, withdraw their current proposal, hear the voices of local residents, and significantly scale back any future proposals.

3. Support steps to ensure that local communities are fully informed about the process should a Planning application be made, to ensure that local views, experience and expertise can be heard throughout.

**To be completed by Governance**

| | |
|---|---|
| Date received by Governance/Head of DS: | |
| Date sent to Monitoring Officer: | |
| Date approval from Monitoring Officer received: | |

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Rotherham Metropolitan Borough Council

| | |
|---|---|
| **NOTICE OF MOTION** | **Date of Council Meeting: 05/11/25** |
| | **Mover: Councillor Tarmey** |
| | **Seconder: Councillor A Carter** |
| | **Title of Motion: Stop Profiteering from Children with Special Educational Needs and Disabilities** |

**This Council notes:**

The Special Educational Needs and Disabilities (SEND) system is under severe strain, with some families struggling to secure vital support. Children with SEND deserve the same opportunities as every child, including access to the support they need to thrive.

In December 2024 the Government introduced the Children's Wellbeing and Schools Bill, with the overall of better protecting children and raising standards in education. The Government also announced £740 million in new funding to support students with special educational needs and disabilities, and those needing alternative education within mainstream schools. Inclusion remains the overarching policy, so that as many our children and young people as possible are educated together with their peers in their own community.

Research commissioned by the Liberal Democrats has revealed that private equity–backed SEND providers are making over £100 million a year in profits, with some achieving margins of over 20%. Many of these companies are backed by firms registered in tax havens or foreign sovereign wealth funds.

Meanwhile, councils across the country face spiralling costs, severe budget pressures, and in some cases effective bankruptcy - leading to the reduction or withdrawal of vital services for vulnerable groups.

**This Council welcomes:**

1. Government action to curb profiteering in children's social care. Through the Children's Wellbeing and Schools Bill, it has introduced powers to cap the profits of providers of illegal or exploitative children's homes, alongside enhancing financial transparency and greater enforcement by Ofsted.
2. The Government review of the SEND and Alternative Provision systems.

**This Council believes:**

1. Whilst there is potentially a role for some independent or private provision - *profiteering* from the needs of children with SEND is unacceptable and must end.
2. Children with SEND are not commodities for profit and should never be treated as such.
3. Resources must be directed into improving provision and outcomes for children, not into shareholder dividends or inflated executive pay.
4. Local authorities should be supported to provide sustainable, high-quality inclusive SEND provision within both their mainstream and specialist settings; including by building and operating their own schools to accommodate those with the most complex needs if necessary

**Therefore, this Council resolves to:**

1. Call on the Government to eradicate profiteering by private SEND providers, including consideration of sanctions against providers, where necessary.
2. Support further reforms to boost the SEND system, including strong financial oversight of providers, transparency, and new powers and funding for councils to build and manage local mainstream and specialist provision directly.
3. Endorse the principle that SEND reforms must put children first - not corporate greed.
4. Request group leaders to write to the Secretary of State for Education to ask that action is taken in line with the above.

**To be completed by Governance**

| | |
|---|---|
| Date received by Governance/Head of DS: | |
| Date sent to Monitoring Officer: | |
| Date approval from Monitoring Officer received: | |

**THE CABINET**
**15th September, 2025**

Present:- Councillor Read (in the Chair); Councillors Alam, Baker-Rogers, Beresford, Cusworth, Marshall and Williams.

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

## 36. DECLARATIONS OF INTEREST

The following declarations of interest were made:

| Member | Agenda Item | Interest Type | Nature of Interest |
|---|---|---|---|
| Councillor Beresford | Bassingthorpe Farm Supplementary Planning Document | Personal | Involved Councillor Beresford's Ward and her property bordered the site. |

## 37. QUESTIONS FROM MEMBERS OF THE PUBLIC

There were 3 questions:

1. Mr. Hussain thanked all those involved in working together to fix the problems at East Herringthorpe Cemetery. A solution, albeit short term, had been reached. However, Mr. Hussain raised some new concerns regarding water getting into graves on the Christian side of the graveyard. He stated that Yorkshire Water were not acting or providing Dignity with any solutions. He asked if the Council could help resolve the issue. Mr. Hussain also asked what the next phase of the process would be so that the previous delays in trying to rectify issues did not have to be repeated.

The Leader also thanked those involved for the progress that had been made. He was not aware of the issues with water getting into the graves in the Christian section but would raise the matter with officers.

The Assistant Director of Legal confirmed that the Council would continue to work with Dignity to evolve the next stages of the plan.

2. Mr. Azam asked if a response could be provided in writing which clarified what the webcasting footage was used for and where on the website it said what the purpose of the recording was. He also asked about the East Herringthorpe Cemetery expansion and stated that there

had been some confusion over what was due to happen. He asked if a strategic, long term plan could be produced for the entire Borough.

The Leader agreed to provide a written response in terms of the webcast. He also agreed to provide a written response in terms of what Dignity was commissioned to do in terms of their role and responsibilities. This would also be published on the Council's website. This information would also include clarity on the development of the next stage of the programme and where responsibilities laid for that.

In his supplementary question, Mr. Azam stated that there had been a site in East Herringthorpe Cemetery that had been reserved for burial. However, since the reservation, the site had been paved over. Mr. Azam had had to communicate with Dignity about making the site available for burial following a bereavement. Following this confusion, he asked for an update on when the contract negotiations would conclude.

The Leader clarified that the Council were not in the process of negotiating a new contract. It was in the process of holding the current contractors, Dignity, to account for the things they were contracted to do. If they were no longer able to deliver the contract, the contract would be terminated. This was an ongoing process and did not have an end date.

The Assistant Director of Legal confirmed that a report would be presented to the Improving Places Select Commission along with the service plan for that particular area.

3. Mr. Ashraf asked on what date did South Yorkshire Pensions Authority start engaging with Border to Coast in order to assert PIMCO's rationale for the purchase of their Israeli government bond holdings in the middle of a live streamed genocide and what response had been received, if any, to the severe environmental, social and governance risk in addition to the extreme political and media risk. The question had been directed at either of the Council representative's on South Yorkshire Pensions Authority, Councillor Sutton or Councillor Beresford.

The Leader confirmed that Councillor Sutton was not a Member of Cabinet and was, therefore, not in attendance at the meeting. He did, however, agree to pass on the question to South Yorkshire Pensions Authority.

Councillor Beresford, responding as a representative on South Yorkshire Pensions Board, explained that she served as part of the Governance Board which was responsible for ensuring all operational responsibilities were carried out. She had no input in investment proposals but agreed to take the question back to the Pensions Authority.

In his supplementary, Mr. Ashraf referenced the petition he had delivered to South Yorkshire Pensions Authority in June 2025 and asked what Rotherham Council could do, what the Pensions Authority could do and when an answer would be provided.

Councillor Beresford could not commit to an exact timeline but estimated a written response would take around 3 to 4 weeks.

## 38. MINUTES OF THE PREVIOUS MEETING

**Resolved:**

That the minutes of the Cabinet meeting held on 7th July, 2025, be approved as a true and correct record of the proceedings.

## 39. 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.

## 40. ROTHERHAM HEALTH AND WELLBEING STRATEGY 2025-2030

Consideration was given to the report which presented Rotherham's Joint Health and Wellbeing Strategy 2025-2030 for endorsement. The 2020-2025 Rotherham Joint Health and Wellbeing Strategy was due to expire and work had been undertaken to develop a new Strategy for 2025-2030. The Strategy, attached as Appendix 1 to the report, had been considered and approved by the Health and Wellbeing Board, and was presented for endorsement along with an overview of the methods and evidence used to develop it.

Since September 2024, a cross-organisational working group had met to oversee a programme of consultation and evidence review to support the development of the 2025-2030 Strategy. This work had included interviews with Board members; a Joint Strategic Needs Assessment (JSNA) evidence review; a review of health and care related consultations undertaken during the past 5 years; a stakeholder survey; and direct engagement with the public.

Following the consultation and evidence review, the vision of the Strategy had been agreed as follows: to enable the people of Rotherham to live happy, healthy, independent lives within thriving communities, regardless of background and personal circumstance. The aims focussed on children and young people; physical health for all people; mental health for all people; and the wider determinants of health. Paragraph 2.2 of the report set out the 7 ways of working that would delivery the aims of the Strategy.

The Health and Wellbeing Board had agreed that there should be a small number of high-priority areas for the Strategy to focus on. It had therefore been suggested that a process be put in place to identify priorities which:

a) required intervention from multiple organisations working together;
b) would have a significant impact on the general population or on one of Rotherham's key vulnerable groups;
c) were amenable to substantial, measurable progress being made within 5 years.

A stakeholder prioritisation event would be held in September 2025 to identify, consider and decide on a small number of key priorities for the Board to focus on over the next 5 years. While the priorities would be separate from the Strategy and could be refreshed or reviewed during the 5 year period, the mechanisms for selecting and identifying priority areas of work were a part of the Strategy.

**Resolved:**

That the Rotherham's Joint Health and Wellbeing Strategy 2025-2030 be endorsed.

## 41. HOW DID WE DO? ADULT SOCIAL CARE LOCAL ACCOUNT 2024-2025

Consideration was given to the report which presented the 'How Did We Do?' Local Account for Adult Social Care for 2024-2025 for publication. The Account summarised the achievements for the last 12 months and set out the priorities for the coming year. The priorities were aligned to the Council Year Ahead Delivery Plan (YADP) and the Adult Social Care Strategy (2024 – 2027). The Account also celebrated the hard work and dedication of the workforce and provided case studies to reflect the work of Adult Social Care and outcomes for residents.

Paragraph 2.1 of the report outlined the Council's achievements within Adult Social Care which included reviews of public information for young people preparing for adulthood, vulnerable adults and unpaid carers along with the adult social care web pages. The out of hours support offer for people in crisis had been expanded and building work had started on the Castle View day centre at Canklow. A new Learning Disabilities Strategy had been launched along with a new All Age Autism Strategy.

Paragraph 2.2 of the report outlined the Council's priorities for the year ahead which included implementing an online Adult Care Social portal, investing in new assistive technologies and seeking further opportunities to deliver services collaboratively.

The Local Account provided a view of the real and tangible impact Adult Social Care had on residents' lives through several case studies, as well as highlighting the voice of residents through the complaints and

compliments process. It also included the improvements being implemented within Services to address issues raised by residents to ensure there was a process of continual service improvement to achieve the expected standards.

It was confirmed during the meeting that the Council had been inspected by the Care Quality Commission and an announcement due in November 2025 with the results of that inspection.

**Resolved:**

1. That the 'How Did We Do?' Local Account for Adult Social Care for 2024 – 2025 be approved for publication.

## 42. ROTHERHAM'S ALL AGE AUTISM STRATEGY 2024-2027 UPDATE

Consideration was given to the report which provided an update on the delivery of Rotherham's All Age Autism Strategy 2024-2027 which had been adopted by Cabinet in February 2024.

The report set out the progress by Rotherham Place partners to deliver the ambition set out in the All-Age Autism Strategy 2024-2027, which was focused on ensuring services in Rotherham were accessible and inclusive. It also set out the changes since 2024 in data and prevalence of Autism in Rotherham along with the co-produced priorities for the Strategy and how these had been progressed. Additionally, the report set out the plans to embed the voice and experience of autistic people by refreshing the structure of the Rotherham Autism Partnership Board, which would support the delivery of the Strategy and plan for the next iteration of the Strategy.

Cabinet had agreed that the All Age Autism Strategy action plan should be co-produced with autistic people, families and stakeholders. In response, Rotherham Parent Carers Forum led a series of engagement activities, including voice sessions and surveys, to ensure that the priorities reflected lived experience and local need. The co-production activities had helped shape the development of the action plan, ensuring it was grounded in what mattered most to autistic individuals and their families. The outcomes of the engagement were detailed in Appendix 2, which summarised the key priorities identified through the process. Autistic people in Rotherham had consistently highlighted the importance of having their voices heard and meaningfully included in shaping how the Borough supported and included autistic individuals.

To further strengthen voice and co-production, Rotherham Parent Carers Forum was leading work to re-design the structure of the Autism Partnership Board. This would ensure greater accessibility and inclusion. From September 2025, the Partnership Board would meet 3 times a year, and the ambition was that these meetings will be held at the new SEND Hub (Eric Manns Building), which was scheduled to open in September

2025. This venue would support a more inclusive environment for engagement and collaboration.

The Leader thanked Councillor Baker-Rogers for her dedication to this area of work, particularly the drive to improve standards.

**Resolved:**

That Cabinet:

1. Note the progress being made by Place partners to improve the lives of autistic people living and working in Rotherham.

2. Support the recommended proposal for the transformation of Rotherham's Autism Partnership Board, led by Rotherham Parent Carers Forum.

3. Approve the commencement of co-producing the next Rotherham All Age Autism Strategy.

## 43. JULY 2025-26 FINANCIAL MONITORING REPORT

Consideration was given to the report which set out the financial position as at the end of July 2025 and forecast for the remainder of the financial year, based on actual costs and income for the first 4 months of 2025/26. As of July 2025, the Council's financial position for 2025/26 remained positive, although there was a forecast overspend of £2.4m. This position was made up of a Directorate overspend of £7.7m, offset by a projected Central Service underspend of £5.3m.Whilst this was an overspend, the Council expected to be able to manage this pressure during the year and return to a balanced position following mitigating actions.

The Directorate overspend of £7.7m was largely due to demand led pressures in relation to Children's residential placements and placement types. Increased costs were also being felt across the wider Children's Social Care market, and this was leading to market prices increasing at above inflation levels, placing further pressures on the Council's Budget. These pressures were anticipated, and a corporate provision was maintained within Central Services as part of the Budget and Council Tax Report 2025/26.

The Local Government Pay Award had been agreed at 3.2% at all pay bands up to senior officer. The impact of this was a cost of £2.3m above the budget that was allocated when setting the Council's Budget. The Council had no control over the level of pay award agreed. Central Services was forecasting an underspend of £5.3m, reflecting use of the £5.4m Social Care Contingency approved within the Council's Budget and Council Tax Report 2025/26, the impact of the Local Government Pay Award and savings generated within the Council's Treasury Management Strategy.

The Council's Treasury Management Strategy continued to perform well, with the Council's approach to borrowing adapted to minimise the level of borrowing and borrow short term to ultimately minimise interest costs. The position had also improved following the outturn for 2024/25 because of re-profiling of the Capital Programme delivery, which pushed back the need to borrow. It was estimated that this approach should see the Council generate savings to support Council-wide pressures. However, it was noted that the Council's Budget and Council Tax Report 2025/26 approved a requirement for the Treasury Management Strategy to save at least £3m in 2025/26. This was on track, however, economic and market conditions were out of the Council's control.

An update on the Council's Capital Programme was set out in paragraph 2.16 of the report. The revised Capital Programme was £209.479m, split between the General Fund (£144.733m) and the Housing Revenue Account (£64.746m.) This was a decrease of £1.545m from the position reported to Cabinet on 7th July, 2025, the majority of which related to the reprofiling of schemes.

The report was considered by the Overview and Scrutiny Management Board (OSMB), who advised that the recommendations be supported.

**Resolved:**

That Cabinet:

1. Note the current General Fund Revenue Budget forecast overspend of £2.4m.

2. Note whilst there is a projected overspend, the Council expects to be able to manage this pressure during the year and return to a balanced position following mitigating actions. Should that not be possible the Council will need to draw on its reserves to balance the 2025/26 financial position.

3. Note the updated position of the Capital Programme.

## 44. NEW APPLICATIONS FOR BUSINESS RATES RELIEF FOR GRIMM AND CO LIMITED, FOOD AWARE CIC AND CITY OF SHEFFIELD GYMNASTICS CLUB CIC

Consideration was given to the report which set out the applications for the award of Discretionary Business Rates Relief for Grimm And Co. Limited, Food Aware CIC and City of Sheffield Gymnastics Club CIC. This was in accordance with the Council's Business Rates Discretionary Relief Policy (approved by Officer Executive Decision on 01/07/2025.)

Grimm And Co. Limited was a registered charity based in Rotherham Town Centre that delivered free literacy education projects to children, young people and families. The Charity targeted those who needed it the most to improve their reading and writing, motivating children and young people to write, and build confidence, self-esteem and aspirations.

The Charity recruited, supported and trained volunteers from across the community including adults with learning disabilities, mental health issues and additional needs who were nurtured, supported and learnt new skills. The current number of volunteers stood at 153 who worked in the shop environment and with young people and families where appropriate.

The Charity was applying for discretionary relief with regards to their 2024/25 and 2025/26 rates liability. The cost to Rotherham Council would be £1,830.88 for 2024/25 and £1,846.05 for 2025/26.

The application for the award of discretionary relief was considered to be in line with the Council's qualifying criteria as set out in the Policy. The Charity provided access to facilities which were open to all sections of the community. It provided education and welfare support that complemented the statutory services provided by the Council and was focused on work that was in line with the Council's priorities for children and young people.

Food Aware CIC was a not-for-profit social enterprise which redistributed surplus/donated food and other items e.g. cleaning materials, clothes, toys, and furniture to local community groups across the Yorkshire and Humberside regions with predominant support given in the Rotherham and Doncaster areas. Around 50% of service users were from the Rotherham Borough.

The organisation liaised with commercial outlets to receive surplus food and supplies which were distributed via approved community partner organisations. Support was currently provided to over 130 community organisations across Yorkshire & Humberside, supporting over 4,000 people each week including Maltby Foodbank, FA Rotherham Community Kitchen, Sunnyside Supplies, Maltby Town Council and Crossroads Care Rotherham.

The Cabinet had previously approved discretionary relief on the organisation's existing business rates liabilities for other smaller units at the same business address. Due to an increase in demand to support local communities through the current cost of living crisis, an additional storage unit was required to store donated ambient food and other household essentials which enabled the organisation to accept even more surplus essential supplies, support more communities and avoided refusal of these much needed donations.

The organisation was applying for discretionary relief with regards to their 2024/25 and 2025/26 rates liability. The cost to Rotherham Council would be £2,882.88 for 2024/25 (starting from November 2024) and £6,968.54 for 2025/26.

The application for the award of discretionary relief was considered to be in line with the Council's qualifying criteria as set out in the Policy. The services provided were open to all not-for-profit community groups which were run by volunteers with vital support being delivered to the residents of Rotherham.

City of Sheffield Gymnastics Club CIC was a not-for-profit gymnastic club who taught sports and fitness to children and some adults. The Club was affiliated to the British Gymnastics Association and the Yorkshire Gymnastics Association. It had 250 members with between 60-70% of members from the Rotherham Borough. Members paid a nominal membership fee each year and a small monthly fee to gain access to 22 classes each week and the opportunity to compete in local, regional and national gymnastics competitions. Coaching and mentoring were provided to teenagers to enable them to participate in coaching classes. Any surplus made was reinvested into new and maintenance of equipment, staff training and general operational running costs.

The Club was applying for discretionary relief from when they became a Community Interest Company in 2024/25 and for their 2025/26 rates liability. The cost to Rotherham Council would be £4,187.49 for 2024/25 and £5,745.99 for 2025/26.

The application for the award of discretionary relief was considered to be in line with the Council's qualifying criteria as set out in the Policy. The Club provided access to facilities which were open to all sections of the community and provided training and fitness to children and adults.

**Resolved:**

1. That Cabinet approve the applications for Discretionary Business Rates Relief for Grimm And Co. Limited, Food Aware CIC and City of Sheffield Gymnastics Club CIC in accordance with the details set out in Section 6 to this report for the 2024/25 and 2025/26 financial years.

## 45. INVESTING IN OUR COMMUNITY FACILITIES

Consideration was given to the report which set out the Council's commitment to invest in several community buildings, initially over the next 2 years, through the investment of £600,000, already approved as part of the Budget and Council Tax report at Council in March 2025. The £600,000 investment would be targeted at buildings with the greatest need, with a focus on health, safety, compliance, and structural integrity. Officers from Property and Facilities Services, in collaboration with the Council's Neighbourhood Teams and community groups, would define the

scope of works and ensure that any investment was aligned with sustainable occupancy and governance arrangements. Where possible, other forms of funding, whether internal or external, would be sought to complement the already allocated £600,000.

Section 2.4 of the report detailed the community facilities that had been identified jointly by the Property & Facilities Service and the Neighbourhood Teams. These were:

- The Black Hut: A cost of £200,000 was estimated to carry out structural repairs and compliance upgrades, accessibility improvements and energy efficiency measures. Work was being assessed for the best route to market with a view of starting prior to the end of Autumn 2025 with a completion date of March 2026. The aim was to re-open the facility under a sustainable management model, ensuring it continued to serve the Kimberworth Park community safely and effectively.

- Oaklea Retreat: Costs identified for the works would be determined once surveys had been completed. Initial works that had been identified included structural repairs, accessibility improvements, energy efficiency measures and establishing a formal lease and governance structure. It was envisaged that work would be procured and commissioned over the winter months and completed through spring, no later than the end of March 2026.

- Clifton Learning Partnership: Work would be undertaken to provide replacement windows, signage and decorations, repairs paths and car parking areas, and carry out improvements to access to ensure DDA (Equality Act) compliance. The works to Clifton were currently programmed for the next phase from March 2026 onwards. Detailed surveys would be carried out over winter and into early spring. Once completed this would determine a more accurate timescale to carry out the works identified. Costs of the works would be determined once surveys were complete and would fall within the budget allocation for the overall project.

- The Meeting Place: Aligned with the Clifton Learning Partnership, the buildings and surrounding assets would need a full survey to determine costs and timescales. Works would align with the surveys being carried out beyond March 2026 and works completed no later than March 2027. The work would include, as a minimum, painting and decoration, signage upgrades, energy efficiency measures and establishing a formal lease and governance structure.

- Artworks, Brook Hill: The proposed investment at the Brook Hill site would include essential external improvements, including rainwater goods, soundproofing, and energy efficiency upgrades such as insulation and lighting. A more detailed survey would take place in Spring 2026, developing the scope and a final list of works required. All works would then be completed no later than the end of March 2027.

The report was considered by the Overview and Scrutiny Management Board (OSMB), who advised that the recommendations be supported. During the debate at OSMB, it had been agreed that an asset register of all Council buildings, including the Wards they were located in be produced immediately and that an update report be provided in 12 months to OSMB to include the updated condition survey results, where available. An additional recommendation was put to Cabinet that the Assistant Director for Property and Facilities Services, in consultation with the Cabinet Member, ensure that Ward Members were informed of the condition survey findings within their Ward and were consulted regarding investment planning in community facilities within their Ward. This recommendation was accepted by Cabinet.

**Resolved:**

That Cabinet:

1. Approve the works set out in section 2.4 in relation to:
1. The Black Hut;
2. Oaklea Retreat;
3. Clifton Learning Centre;
4. The Meeting Place (Wingfield); and
5. Artworks, Brook Hill

2. Delegate authority to the Assistant Director for Property and Facilities Services in consultation with the Cabinet Member for Finance and Community Safety to amend the works as required within budget.

3. Accept the proposal from the Overview and Scrutiny Management Board and agree that the Assistant Director for Property and Facilities Services, in consultation with the Cabinet Member, will ensure that Ward Members are informed of the condition survey findings within their Ward and are consulted regarding investment planning in community facilities within their Ward.

## 46. COMMUNITY SAFETY STRATEGY 2025-2028

Consideration was given to the report which presented the Safer Rotherham Partnership Strategy, which was the Council's Community Safety Strategy, for endorsement and referral to Council for approval.

The Safer Rotherham Partnership (SRP), of which the Council was a key statutory partner, had agreed a new Safer Rotherham Partnership Strategy, setting out priorities and commitments for the period 1st April 2025 to 31st March, 2028. The previous Safer Rotherham Partnership Strategy 2022-25 guided the Partnership in delivering significant work to protect vulnerable children and adults, build safer, stronger communities and tackle domestic abuse, serious violence and organised crime.

The Safer Rotherham Partnership had used an evidence-based approach to agree the new priorities, drawing on analysis of partnership crime and community safety data and the outcomes of a comprehensive programme of consultation to capture the views of key stakeholders, including people who lived, visited or worked in Rotherham. This process identified 3 main priorities that shaped the new Strategy: Safer Neighbourhoods; Tackling violence, abuse and exploitation; and preventing offending and building resilience. The objective areas and commitments that sat under the priorities were detailed in paragraph 2.4 of the report.

Paragraph 2.5 of the report outlined the Cross Cutting Themes which impacted all community safety priorities. These were Online Crime; Service User Voice; and Equality.

Section 4 of the report and Appendix 2 to the report detailed the consultation outcomes. SRP partner agency consultation and data gathering took place from September 2024 and continued until the final draft strategy was circulated to SRP Board members prior to their meeting on 15th April, 2025, and the Strategy was finalised. The wider stakeholder, Elected Member and public consultation on the proposed priorities ran from September 2024 to December 2024.

The outcome of the consultation was broadly supportive of the priority areas identified. In relation to the areas of focus, there were some variances but generally people thought the partnership should focus on raising awareness and delivering prevention and early intervention activities. The full outcome of
the consultation has been provided to each SRP priority lead to inform development of their action plans.

During the meeting, the dangers of online crime and the difficulties in dealing with that were discussed.

The report was considered by the Overview and Scrutiny Management Board (OSMB), who advised that the recommendations be supported. During the debate at OSMB, perception of anti-social behaviour was discussed. During the Cabinet meeting it was confirmed that actions to address the perception of anti-social behaviour were only a very small part of the Strategy. The key element was addressing anti-social behaviour in its entity.

**Resolved:**

That Cabinet:

1. Endorse the Safer Rotherham Partnership Strategy and recommend it to Council for approval.

2. Note the requirement for scrutiny of the Safer Rotherham Partnership Annual Report, which was discharged by the Overview and Scrutiny Management Board.

3. Approve the ongoing informal consultation to capture service user voices throughout the duration of the plan.

## 47. NO FAMILY LEFT BEHIND STRATEGY

Consideration was given to the report which presented the No Family Left Behind Strategy, addressing child poverty, for approval. A Notice of Motion was passed in September 2024 calling for Cabinet to co-ordinate the development of a new strategy to reduce the impact of child poverty in Rotherham. Rotherham Council was committed to putting families at the heart of decision making and the Council's family friendly budget demonstrated this commitment. The Strategy represented Rotherham's commitment to addressing the causes of poverty and reducing its impact, bringing together the activity across the Borough to ensure no family was left behind.

The development of the Strategy had involved collaborative working across all Rotherham Council Directorates and a survey of the Children and Young People's Partnership Board to create a shared understanding of poverty. All Directorates had reviewed the activity that they delivered to address the causes of poverty and reduce the impact of child poverty.

Investments in baby packs, youth work and Early Help Services, and children's play areas were included in the family friendly budgets approved by Council for 2024/25 and 2025/26. Further, children and young people achieving their potential was a key priority at the heart of the refreshed Council Plan that was agreed in May 2025.

Based on research from End Child Poverty, 31% of Rotherham children were living in poverty in 2023/24. This was the same as the national average, and a slight increase on the 2022/23 figure of 30.3%.On the Index of Multiple Deprivation 2019 (IMD 2019) Rotherham ranked as the 35$^{th}$ most deprived upper tier local authority in England out of a total of 151 authorities. 35% of Rotherham's neighbourhoods were in the 20% most deprived in England, and 22% lived in the 10% most deprived. No neighbourhoods in Rotherham were in the least deprived 10%. In 2024, 26% of children lived in absolute low-income families (England 19%). Rotherham's free school meals entitlement rate was above the English national average (27.2% compared to 24.7% at Primary, 30.2% compared

to 25.9% at Secondary – DfE 2024/25). 25.9% of Rotherham's school age population was from an ethnic minority background (England 36%) (DfE 2024/25).

Rotherham Together Partnership wanted Rotherham to be a great place to grow up, where children and young people had the best chance to reach their full potential. This would mean that children grow up happily, safe, in good health and develop the skills and qualifications they need to be successful. The Strategy articulated the ambition to address the poverty-related barriers to achieving Rotherham's vision for children, young people, and families. These included: Best Start - Children get the best start in life; Safe - Children and young people are safe from harm; Achieve - Young people feel empowered to succeed and achieve their aspirations; and Have fun - Children and young people have fun things to do and safe places to go.

The report was considered by the Improving Lives Select Commission (ILSC). They requested that consideration be given by Cabinet regarding the inclusion of cultural education and associated available schemes within the Strategy. Cabinet accepted the recommendation.

**Resolved:**

That Cabinet:

1. Accept the proposal from the Improving Lives Select Commission regarding the inclusion of cultural education and associated schemes and approves the amended strategy No Family Left Behind, addressing child poverty.

2. Note the ongoing work to reduce the impact of poverty and improve family prosperity across the Borough.

## 48. HOUSING STRATEGY 2025-2030

Consideration was given to the report which presented the Housing Strategy 2025-2030 for approval. The Strategy had been developed following a 12 week consultation period with tenants and residents, officers and key stakeholders, and in the context of Government Policy, data and housing intelligence. Its purpose was to set out the Council's strategic priorities for housing over the next 5 years. The Strategy also recognised the key issues affecting housing in Rotherham and the impact those issues had on residents. It set out how the Council would work in partnership to address the issues identified and demonstrated alignment with other key Council strategies and plans.

Rotherham's 30-year Housing Strategy was published in December 2012. It set out the Council's long-term vision for housing in the Borough until 2043.Since 2012, the Housing Strategy had been refreshed regularly to ensure it remained up-to-date and addressed the current challenges and

opportunities and referenced the latest statistical evidence. This Strategy would be the fifth chapter of the 30 year Housing Strategy. The Strategy period would be increased from 3 years to 5 to allow sufficient time for progress to be made against each of the priorities and to allow for alignment with the Council Plan.

A summary of the achievements covering the period between April 2022 and March 2025 was set out in paragraphs 1.5 to 1.9 of the report. As part of the Council's Housing Delivery Programme, 304 homes had been delivered for Council rent and 37 for Shared Ownership across the Borough during the last 3 years, which was over a third of the Council's 1,000 new homes target. This included the completion of 3 housing sites in the Town Centre; the acquisition of 64 homes by March 2025; and the launch of the Small Site Homebuilding Initiative.

Between 19th August, 2024 and 11th November, 2024, consultation was carried out with Rotherham residents, officers and a wide range of partners and key stakeholders to inform the priorities for the Strategy. The proposed aims and priorities of the draft Strategy were shared with a range of groups, including:

- An online survey – shared with key groups, including Rother Fed
- Social media coverage / press release of online survey
- Housing Involvement Panel with Council tenants
- Tenant Open Day with Council tenants
- Strategic Housing Forum with housing associations and other key partners
- Staff sessions
- Rotherham Show
- Employment Solutions recruitment event
- Improving Places Select Committee members

The Strategy 2025-30, attached at Appendix 1, had 4 priorities that would remain important and relevant over the next 5 years. These were:

- Building high quality, sustainable and affordable new homes.
- Improving the safety, quality and energy efficiency of Council homes.
- Supporting residents to live independently, including through the prevention of homelessness.
- Ensuring that neighbourhoods are safe, happy and thriving.

The Strategy reflected the key challenges that had continued or arisen since the Strategy was last refreshed and represented a continuation from the previous Strategy 2022-25 (chapter 4) of the need to support residents, improve the quality of existing homes and build more affordable housing.

An action plan was being developed to monitor progress and delivery against the Strategy across the 5 year period. Cabinet was asked to delegate this to the relevant Strategic Director to approve. The Improving Places Select Commission would receive updates on delivery against the Action Plan annually to provide scrutiny on the progress being made.

During the meeting, the need for further housing was reiterated. Councillor Cusworth noted the impact more quality housing would have on the lives on young people. The Leader referenced the homelessness statistics and stated that whilst difficult decisions would need to be made in terms of the New Local Plan and further housing developments, something needed to be done to address the housing problems. Councillor Baker-Rogers welcomed the impressive progress that had already been made.

The report was considered by the Improving Places Select Commission (IPSC). In recommendation 1 they asked for a paragraph to be inserted into the Strategy which referenced the problems and impact of anti-social behaviour along with details on the training of the Housing/Tenancy Officers. In recommendation 2, they requested that the word “happy” be removed from Priority 4 of the Strategy and replaced.

The Cabinet accepted recommendation 1 and the paragraph would be added to the Strategy. Cabinet rejected recommendation 2 on the basis that the word “happy” had been used to reflect the wording an ensure consistency with the Council Plan.

**Resolved:**

That Cabinet:

1. Approve the Housing Strategy 2025-2030.

2. Delegate authority to the Strategic Director of Adult Care, Housing and Public Health to approve the action plan and minor data amendments to the Strategy prior to publication.

3. Accept the proposal from the Improving Places Select Commission and agree that reference is made within the Housing Strategy to compulsory training being delivered to all Housing/Tenancy Officers regarding anti-social behaviour, using the following suggested wording:

   “Our housing officers undergo comprehensive training to effectively deal with Anti-Social Behaviour (ASB). This training ensures that they:

- Identify and understand ASB issues
- Know when and how to report incidents
- Are aware of the powers available to the council to address ASB.

Equipped with this knowledge, our officers can take prompt and effective action to tackle ASB, providing a safer and more supportive environment for our community."

## 49. HOUSING ALLOCATIONS POLICY

Consideration was given to the report which presented the Housing Allocation Policy and Strategic Tenancy Policy for approval. In June 2024, Cabinet approved the review of the current Housing Allocation Policy to include a 12 week public consultation. The review and consultation had concluded, and the report recommended the adoption of a new Housing Allocation Policy, that was attached to the report at Appendix 2, incorporating 22 amendments. The review and consultation also incorporated proposed revisions to the Strategic Tenancy Policy which were also recommended for adoption, attached to the report at Appendix 3.

If approved, the new Housing Allocation Policy and Strategic Tenancy Policy would be effective from 1st December, 2025, to allow for a 3 month implementation period. This would include changes to IT systems, staff training, communication with stakeholders and applicants, and necessary changes to existing housing applications.

The Council's current Housing Allocation Policy was adopted in 2014. Since then, it had undergone periodic revisions and additions. The most recent update was in November 2023, which strengthened the Council's commitment to the Armed Forces Covenant. Prior to this, the last partial review was in April 2021, which focused on the impact of the Homelessness Reduction Act 2017. The intention was to continue to rank priorities considering the Housing Act 1996, which required that Allocation Policies must give reasonable preference to specified groups as set out in paragraph 2.2 of the report.

The review identified 22 proposed amendments to the existing Housing Allocation Policy. A revised draft Allocation Policy incorporating the amendments was published alongside a summary table of changes. As proposal 22 related to the use of fixed term tenancies, a revised draft Strategic Tenancy Policy was also published. During the 12 week consultation period, 220 formal responses were received. Council officers also engaged widely with the public, partners, and staff during the consultation period.

The table of 22 changes was included in Appendix 4 and the table at paragraph 2.5 of the report provided the response rate to all 22 proposals. Overall, there was strong support for all proposals. Following consultation, 5 amendments to the original 22 changes had been proposed and were detailed in sections 2.7 to 2.19 of the report.

One of the key changes highlighted in the meeting was proposal one which was a change from a 3 year local connections criterion to a 2 year residency test. The Leader stated that this was to ensure that the housing delivered was for Rotherham residents. Proposal 15 related to awarding Band One to Rotherham Care Leavers and Band Three to out of Borough Care Leavers including Care Leavers who had been placed in Rotherham by other local authorities.

A 12 week public consultation, including telephone and online surveys , had been undertaken. To supplement this, engagement with cross-party Elected Members had been completed. The Council had liaised with a number of partner organisations including Housing Associations, Housing Improvement Panel, and the Armed Forces Covenant Group.

**Resolved:**

That Cabinet:

1. Note the outcome of the consultation and the Council's response to the broad themes identified (Appendix 1).

2. Approve the adoption of a revised Housing Allocation Policy (Appendix 2).

3. Approve the adoption of a revised Strategic Tenancy Policy (Appendix 3).

4. Delegate authority to the Strategic Director responsible for Housing in consultation with the Cabinet Member for Housing to make minor amendments to the Housing Allocation Policy including local lettings policies to meet the needs of a local area.

5. Delegate authority to the Strategic Director responsible for Housing in consultation with the Cabinet Member for Housing to agree reciprocal arrangements with other placing Local Authorities in respect of Care Leavers.

## 50. BASSINGTHORPE FARM SUPPLEMENTARY PLANNING DOCUMENT

Consideration was given to the report which presented the Bassingthorpe Farm Supplementary Planning Document for approval. Bassingthorpe Farm was identified as a Strategic Allocation in the Rotherham Local Plan for around 2,400 new homes, 11 hectares of employment land, a local centre and a primary school. The Bassingthorpe Farm Supplementary

Planning Document (SPD) provided more detail on existing planning policies to help bring forward the site for development. The purpose of the SPD was to guide the submission of planning applications and ensure the timely delivery of strategic infrastructure on and off site; ensure the provision of appropriate social and community facilities; and support any future funding bids for national grant opportunities. The Bassingthorpe Farm Strategic Allocation was pivotal to the delivery of Rotherham's Local Plan and Housing Strategy, particularly given the changes to the National Planning Policy Framework that sought to deliver more new homes.

The previous report to Cabinet in January 2025 (20th January 2025 Minute No. 109 referred) sought approval to undertake consultation on the draft SPD. This report sought adoption of the Bassingthorpe Farm SPD following extensive consultation and assessment of the representations and comments received during February and March 2025. A Consultation Statement was attached at Appendix 2 and Appendix 3 setting out the key issues raised, and the changes made to the draft SPD. All representations were available to view on the Council's Planning consultation website. Subject to Cabinet approval, the Consultation Statement would be published alongside the adopted SPD setting out the Council's response to the comments received.

The vision for Bassingthorpe Farm was set out at Paragraph 1.6 of the report and the 5 placemaking principles were set out in Paragraph 1.7. These had not changed substantially following public consultation.

Consultation on the draft SPD was undertaken in line with The Town and Country Planning (Local Planning) (England) Regulations 2012 and the Council's adopted Statement of Community Involvement. In response to the consultation the Council received 59 representations. All representations received had been considered and the Consultation Statement at Appendix 2 and Appendix 3 provided details of the issues raised, the Council's response and how the SPD has been amended as a result. The main issues raised were summarised in paragraph 2.3 to 2.11.

During the meeting it was confirmed that the site would provide for approximately 2000 homes and that the homes were very much needed in Rotherham.

**Resolved:**

1. That Cabinet approves the adoption of the Bassingthorpe Farm Supplementary Planning Document.

(Councillor Beresford declared an interest in Minute 50 – Bassingthorpe Farm Supplementary Planning Document on the basis that it involved her Ward and her property bordered the site)

## 51. LOCAL VALIDATION LIST CONSULTATION - PLANNING APPLICATIONS

Consideration was given to the report which sought Cabinet approval to undertake public consultation on the draft Local Validation List. Rotherham's Local Validation List provided a framework of requirements for the supporting documents that were required to accompany planning applications. The Local Validation List provided additional detail and guidance to support applicants on what level of supporting information was required for all application types. Once adopted, it would be used to determine whether planning applications were valid. It was key to ensuring that sufficient information was submitted to enable applications to be determined effectively and efficiently in line with Statutory deadlines on which Local Planning Authorities were measured.

The current List now out of date, as it was last reviewed in 2019 and the National Planning Policy Framework required Local Validation Lists to be kept up-to-date through a review every 2 years. The shift of focus during Covid to enable continuation of work through digital platforms both during and immediately after that period resulted in delays in updating the Local Validation List due to the level of work required to overhaul the document. There had also been a significant number of amendments to Regulations in the Planning forum which had led to uncertainty about the direction in relation to requirements for validation of planning applications which had also contributed to the delay in updating the Council's Local List.

The Council was required to undertake public consultation on the local list and to take account of any comments received in preparing the final document. Once adopted by the Council the requirements set out in the Validation List could be required to validate a planning application. Subject to approval by Cabinet, it was proposed to undertake public consultation over a 4 week period during October 2025. Following consultation, any comments received would be considered in producing a final version of the Local Validation List and a consultation feedback report produced detailing the main issues raised and how these had been addressed. Approval of the updated Local Validation List would then be delegated to the Strategic Director for Regeneration and Environment in consultation with the Cabinet Member for Transport, Jobs and the Local Economy.

**Resolved:**

That Cabinet:

1. Approve a public consultation on the draft Local Validation List at Appendix One.

2. Delegate approval of the updated Local Validation List for planning applications, following consultation, to the Strategic Director for Regeneration and Environment in consultation with the Cabinet Member for Transport, Jobs and the Local Economy unless there are substantive changes required.

3. Delegate the approval of all future iterations of the policy including the necessity for public consultation to the Strategic Director for Regeneration and Environment in consultation with the Cabinet Member for Transport, Jobs and the Local Economy.

## 52. LICENSING ACT 2003 - STATEMENT OF LICENSING POLICY

Consideration was given to the report which outlined the findings of the consultation on the Statement of Licensing Policy and recommended that Cabinet endorse the Policy and recommended to Council that it be approved.

Licensing Officers presented a draft Policy to Cabinet in April 2025 and this Policy had been developed following a period of informal consultation with partner agencies, licence holders and members of the public, along with a review of other policies from across the UK to identify best practice that could be adopted in Rotherham. Following Cabinet approval, the draft policy was then subjected to a 6 week period of consultation.

All responses to the consultation had been consolidated and reviewed. The significant majority of the responses indicated a general support for the proposals within the Policy, and therefore it was recommended that the draft Policy agreed by Cabinet in April was accepted as the final version of the 2025–2030 Statement of Policy.

The Policy promoted environmental best practice as set out in paragraph 2.15 of the report. It also provided advice and guidance on the practical steps licensed venues could take to keep women safe as detailed in paragraph 2.17. The Policy recognised that premises operating hours could have a significant impact on local residents, the economy and the local area, therefore, it set out a number of core hours that were applicable to each type of licensed premises. Specific areas relevant to each class of premises were also set out. Further detail was included regarding large events as detailed in paragraph 2.23.

**Resolved:**

1. That the proposed Licensing Act 2003 Statement of Policy be recommended to Council for adoption.

## 53. LOCAL DEVELOPMENT SCHEME

Consideration was given to the report which outlined an updated Local Development Scheme to reflect the revised National Planning Policy Framework (NPPF) published in December 2024 and the significantly increased housing target for Rotherham, which necessitated a new Local Plan. The housing target for Rotherham had more than doubled from 544 to 1,111 new homes a year.

Officers had an advisory visit from the Planning Inspectorate in January 2025 to explore options for continuing the Core Strategy Partial Update. However, given the significant uplift to Rotherham's housing target and the likely changes to the distribution of growth around the Borough this implied, the Inspector's clear advice was to prepare a complete new Local Plan under the new plan-making system. Continuing with the Core Strategy Partial Update would result in a significant risk of the Local Plan not being found sound during the Examination in Public by a Planning Inspector and would, therefore, not be fit to be adopted by the Council, resulting in abortive work, wasted time and considerable expense. The updated LDS therefore replaced the Core Strategy Partial Update and set out a timetable to produce a new Local Plan. This course of action was unavoidable, given the Government's changes to the NPPF and the imposition of a much higher housing target on Rotherham.

The Planning and Infrastructure Bill published in March 2025 introduced Spatial Development Strategies (SDS), to be prepared by combined authorities. The South Yorkshire Mayoral Combined Authority (SYMCA) would be responsible for preparing the SDS for South Yorkshire, in conjunction with the constituent local authorities. Local plans had to be in general conformity with the SDS. The Council was working with the other South Yorkshire authorities of Barnsley, Doncaster and Sheffield to prepare a new Joint Waste Plan, to replace the Plan adopted in 2012. Work was ongoing to reconsider the scope and content of the Joint Waste Plan and its relationship with the emerging South Yorkshire SDS, given the strategic nature of waste planning. Due to this new requirement, it was not possible for the LDS to give a timetable to prepare a Joint Waste Plan at present.

The LDS did not cover the detailed content of the new Local Plan or other Local Plan documents nor the process for preparing and consulting on them. Any future draft documents would be subject to separate reports requiring Cabinet or Council approval prior to public consultation, submission and adoption. The milestones for the new Local Plan were summarised at paragraph 2.5 of the report with Adoption of the Plan by Council being in July 2029.

The cost of producing the LDS had been managed within existing budgets. The adoption of the LDS set out a timeline for completion of the Local Plan and South Yorkshire Waste Plan. There was no provision for these costs, which were estimated to be £1.1m and as such, would need

to be considered as part of the 2026/27 budget setting process and Medium Term Financial Strategy update. These plans, and future plans, would need to be incorporated into the Council's Medium Term Financial Strategy (MTFS).

During the meeting the Leader reiterated the Council's belief that the housing targets imposed by the Government were wrong. He also confirmed that there would be no immediate changes following the approval of the Local Development Scheme .

**Resolved:**

1. That the Local Development Scheme be recommended to Council for adoption.

**54. 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.

**55. DATE AND TIME OF NEXT MEETING**

The next meeting of the Cabinet would be held on 13th October, 2025, commencing at 10.00 a.m.

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# THE CABINET
## 20th October, 2025

Present:- Councillor Read (in the Chair); Councillors Baker-Rogers, Beresford, Cusworth, Marshall and Williams.

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

An apology for absence were received from Councillor Alam.

## 56. DECLARATIONS OF INTEREST

There were no declarations to record.

## 57. QUESTIONS FROM MEMBERS OF THE PUBLIC

There were 4 questions:

1. Mr. Ashraf asked if the Council would fly the Palestinian Flag on the International Day of Solidarity with the Palestinian people on 2th9 November as they had done in 2024. He stated that Rotherham had a proud history of supporting global humanitarian causes, such as resisting South African apartheid, welcoming Chilean refugees and supporting Mayors for Peace. Mr. Ashraf requested that the flag be flown for the Rotherham Palestinian families who had suffered and for the people of Palestine whose genocide was being livestreamed. He asked that the invitation to the flag raising event be sent to all Rotherham MP's, Councillors and local dignitaries. Mr. Ashraf would send through details when they had been finalised, and he would be happy to have a meeting to facilitate the event if needed.

   The Leader agreed to consider the request and provide a written response.

   In his supplementary, Mr. Ashraf asked a question in relation to South Yorkshire Pension Fund investments. He asked for the overall numbers and details of investments in Israeli bonds, complicit companies and companies supplying armaments to Israel before and after the 3 years of information already provided.

   The Leader confirmed that the comments would be passed on to the pensions authority.

2. Mr. Mohammed asked a question in relation to Selective Licensing as he was a private landlord. He stated that he understood the legitimate reasons for the scheme but questioned why it needed to be a blanket scheme. He stated that he had properties just off from the Town Centre and, particularly on Sherwood Crescent, there were no issues

of concern. Mr. Mohammed asked if certain streets could be removed because there were no issues.

The Assistant Director of Community Safety and Street Scene explained that officers had responded following the consultation period and feedback had led to the proposals presented in the report. The proposals were based on evidence relating to issues such as deprivation, anti-social behaviour and local crime. Following the discussion at the Overview and Scrutiny Management Board it was confirmed that a review would take place 12 months after implementation to consider if there were high areas of compliance and whether or not Selective Licensing should continue there.

The Leader confirmed that he was happy for the service to speak directly to Mr. Mohammed after the meeting regarding his particular circumstances.

3. Mr. Collins asked a question on behalf of Mr. Herbert in relation to the Council's role in responding to the proposals for the development of the Whitestone Solar Farm. He asked how the Council would ensure that it effectively reflected the views, opinions, local experience and expertise of the impacted communities by the consultation milestone. He also asked how the community response would be reflected in the approach taken by the Council in the preparation of the local impact report.

   Councillor Williams stated that he understood the concerns of the local residents, however, he did clarify that the Council would not be making any decisions in relation to the Whitestone development. The decision would be made by the Planning Inspectorate. Councillor Williams did confirm that the Planning Service would hear local concerns and feedback on the proposals. The Council would be submitting the Local Impact Report but that did have to present both sides of the argument. Councillor Williams confirmed that he was happy to have a conversation with Mr. Collins and/or Mr. Herbert outside of the meeting.

   Simon Moss, Assistant Director of Planning, Regeneration and Transport, confirmed that the Council as the Local Planning Authority would be consulted at every stage of the process of the Development Consent Order. The Local Impact Report would take account of the views that had been collated from impacted communities. The Assistant Director also confirmed that any local residents or interested parties could make representations directly to the Planning Inspectorate. Officers would be providing Ward Members in impacted areas with advice on how they could feed local concerns into the process.

The Leader confirmed that information would be published on the Council's website detailing the best way for members of the public to share their views on the Whitestone proposals.

In his supplementary, Mr. Collins asked a question in relation to the democratic oversight and the reporting to the Planning Board that was detailed in recommendation 2 of agenda item 9. He asked how the reporting would fit into the deadlines set out by the applicant. He also asked how the impacted community would see and understand the actions and decisions made by the Council in its role as a host authority in a timely and relevant matter.

Councillor Williams confirmed that the report would be made quarterly to the Planning Board in recognition of the significant public interest in Nationally Significant Infrastructure Projects (NSIP's.) However, these were just for information. The Council would not be making any decisions. The submissions were technical planning matters, and they would be presented to the Planning Board to ensure the public were aware of what was going on.

The Leader confirmed that Councillor Williams and a member of the Planning Service would talk to Mr. Collins and other residents outside of the meeting.

4. Councillor Yasseen asked how the Council could claim that the Selective Licensing consultation was meaningful when 68% of residents and tenants had said no to Selective Licensing but were ignored. She asked if it was a betrayal of public consultation principles and if the Council thought it knew better than tenants.

   Councillor Beresford explained that the consultation had been extensive. She detailed the various methods used in the consultation and who had been consulted. It was acknowledged that the majority of respondents had not agreed with the proposal of Selective Licensing. However, they had agreed that there were problems with anti-social behaviour, poor housing, high levels of crime and deprivation in the areas selected. Councillor Beresford stated that she understood that landlords did not want to pay but this was something that needed to be done to ensure residents were living in safe, decent homes. The Council was doing the same with its own properties. Councillor Beresford reiterated that over 8,000 hazards had been removed which showed that some landlords were not being proactive and the Council needed to step in.

   In her supplementary, Councillor Yaseen stated that the Council had had the opportunity to do something progressive following the decade long Selective Licensing in Eastwood for example. She stated that going back to the same streets and same homes showed the previous schemes had failed. Councillor Yasseen wanted a more community partnership approach with all stakeholders, importantly tenants first

who did not have a good relationship with the Council, then landlord and home occupiers. Councillor Yasseen felt that the new scheme would not work, and this was reflected in residents' responses to the consultation.

Councillor Beresford did not believe that the previous schemes had failed. Removing over 8,000 hazards, seizing cannabis farms and combating organised crime was not evidence of failure. It was acknowledged that community engagement was important and that was why the Stakeholder Steering Group was being established so that those involved could help shape the scheme. Councillor Beresford referenced Maltby where, after 10 years of Selective Licensing, the standards had improved so much that it had not been included in the latest proposals. She reiterated that it was up to landlords to improve their properties for the good of the tenants.

## 58. MINUTES OF THE PREVIOUS MEETING

**Resolved:-**

That the minutes of the Cabinet meeting held on 15th September, 2025, be approved as a true and correct record of the proceedings.

## 59. 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.

## 60. OAKTREES EXTRA CARE SCHEME

Consideration was given to the report which provided an update and the next steps in relation to the Resource Centre at the Oaktrees site, previously an Extra Care Housing Scheme. Due to significant fire safety concerns which were deemed unviable to remediate, Cabinet had made the decision to permanently close the site in September 2023. The report sought approval for Together Housing to demolish the existing building and repurpose the land, to create an outdoor asset for tenants.

Whilst Together Housing owned the Resource Centre, the Council had legal responsibilities in relation to the future of buildings as it owned the land and continued to support 13 tenancies on a responsive basis, staffed through a 24/7 satellite model of provision. 4 households opted out of the support and 2 households had moved into properties since they were reclassified as general need for older people.

Two options for consideration had been identified, including repurposing the land into additional communal garden space and/or additional car parking for tenants of the bungalows. Options proposed were based on minimising the maintenance costs and the impact this would have on tenant service charges, which formed part of the gross rent costs.

Together Housing, with support from the Council, had continued to engage with tenants since 2020 to ensure regular updates were provided. All current tenants were invited to formal consultation led by Together Housing on the future use of the land. Tenants were content with the proposal to demolish the Resource Centre and fed back on the proposed options for the future use of the land.

The options consulted on were set out in paragraphs 4.3 and 4.4 of the report. 16 out of the 19 tenancies fed back and 15 preferred option 2 which was to have a garden with seating and 2 car parking spaces.

**Resolved:**

That Cabinet:

1. Approve Together Housing to demolish the Resource Centre on the Oaktrees site.

2. Approve Together Housing to repurpose the land into an enclosed communal garden with seating and 2 additional car parking spaces, for the exclusive use of tenants.

## 61. REVISED ELECTIVE HOME EDUCATION POLICY

Consideration was given to the report which presented the Revised Elective Home Education Policy for approval. Rotherham's Elective Home Education Policy was last agreed in 2021, and a review was initiated to ensure that it was easy to navigate and understand and reflected accurately the current way in which the Elective Home Education Team worked with home educators. Home educators and partners were key to this process with a period of public consultation taking place following informal stakeholder events.

The number of children who were electively home educated was rising both locally and nationally. Paragraph 2.3 of the report detailed the reasons why parents and carers chose to home educate. These included ideological views, religious beliefs, bullying, dissatisfaction with the school system and health reasons. A lack of, or perceived lack of suitable special educational need support was also cited.

Views of elective home educators in Rotherham were invited through informal stakeholder engagement prior to the commencement of the formal review. Two drop-in sessions on 21st and 27th January, 2025, were offered in the Riverside Café with an invite sent to all home educators known to the Council by e-mail. Three parents attended events in person with a further 5 providing feedback by email. Additionally, the views of parents, carers and young people were also sought on an ongoing basis through visits and contacts undertaken by members of the Elective Home Education (EHE) team. Members of the Improving Lives

Select Commission were invited to an engagement session held on 28th February, 2025, to share information and views ahead of the formal consultation taking place. Paragraph 2.8 of the report detailed the stakeholder event held on 27th January, 2025.

Following these events, a proposed Policy was drafted, taking into account all feedback and comments received. The key changes proposed in the Policy were detailed in paragraph 2.9 of the report and included: guidelines for indicators the Council was looking for when making judgements about the provision of suitable education; simplification and removal of some of the process information detailing Council internal actions and systems; clearly stating the responsibilities of all parties involved in the process and providing clarity about the actions of the Council where it could not be satisfied that suitable education was being received by a child. Specific information about Flexi Schooling, which was an arrangement between parents and a school whereby a child who was educated at home most of the time was also registered at school and attended school for part of the week, was also included.

A period of formal consultation was agreed by an Officer Delegated Decision on 15th April, 2025, and was hosted on the Council's consultation webpages between 16th April and 17th June, 2025. There were 11 responses received to the formal consultation. These were summarised at Appendix 1. Following the consultation, no changes were made to the proposed Policy. Scrutiny was given to the proposed Policy by Improving Lives Select Commission on 22nd July, 2025, and no changes proposed.

Although legislative changes were proposed through the Children's Wellbeing and Schools Bill, these had not yet been enacted and were, therefore, not reflected within the proposed Policy. A decision was made to review the Policy at this point given that there was no defined timeline for proposed legislative changes to come into force. The report recommended that Cabinet approve any further update of Rotherham's Elective Home Education Policy via an Officer Delegated Decision to reflect any such changes as they were made.

**Resolved:**

That Cabinet:

1. Approve the revised Elective Home Education Policy at Appendix 2.

2. Delegate authority to the Strategic Director of Children and Young People Services to update the Policy if any minor changes are required as a result of the Children's Wellbeing and Schools Bill (currently passing through Parliament).

## 62. SELECTIVE LICENSING POLICY

Consideration was given to the report which asked Cabinet to determine whether or not to introduce further Selective Licensing declarations following the conclusion of the previous Scheme in April 2025. It was proposed that the revised Fee and Licence Conditions for the following areas be approved: Town Centre/Eastwood/ East Dene/ Clifton/ Boston Castle, Masbrough/ Kimberworth, Thurcroft, Dinnington, Brinsworth, and Parkgate.

Selective Licensing was a tool that sought to significantly improve living conditions for residents in the private rented sector by enforcing minimum property standards and holding landlords accountable. Government reviews, including the Ministry of Housing's 2019 evaluation, found that such schemes helped tackle poor housing quality, anti-social behaviour, and deprivation when implemented strategically. Independent research by the London School of Hygiene and Tropical Medicine also linked licensing to reductions in mental health issues and improved housing management. Locally, schemes like Rotherham's had removed thousands of serious hazards from homes, contributing to better health outcomes and improving communities.

The Council had previously designated 2 Selective Licensing schemes (2015-2020 and 2020-2025) which were declared on the criteria of 'low demand' and 'high levels of deprivation' respectively. Areas of Eastwood, Ferham, Masbrough, Maltby, Parkgate, Thurcroft and Dinnington (6 in total) had been subject to both schemes and were under licence for 10 years. Both previous schemes had delivered significant improvements to the condition and management of private sector rented properties in the designated areas. However, the latest information available from the 2020-2025 scheme also demonstrated that landlord behaviours in the majority of cases had not changed sufficiently to achieve the desired goal.

Despite the first scheme which ran from 2015-2020, the second 2020-2025 scheme still identified and led to the removal of a further 8,176 Category 1 and 2 hazards from 1,416 homes, which delivered improved health and quality of life to Rotherham's private sector tenants. Without the scheme being in place, and the additional resources it provided, the 2,377 inspections carried out under this scheme, would not have taken place. The health consequences of poor housing conditions were significant and the removal of this many hazards from people's homes represented a societal financial benefit of £1,860,797 (BRE Housing Health Costs Calculator). Paragraphs 1.9 to 1.13 detailed further hazards and the work undertaken to address those. A more detailed breakdown of the work undertaken as part of the 2020-2025 scheme could be found at Appendix 1.

It was acknowledged that Selective Licensing in itself was not a 'silver bullet' which allowed traditional services and policing to step back. Any declaration must deliver additional provision to an area and not seek to

fund core service provision. The limitations of any declaration were explored in the 'setting expectations (section 2)' section of the Cabinet report of 16th September, 2024. The same report also highlighted the benefits of Selective Licensing, realised in areas like Maltby, which were centred on improving housing conditions, tackling deprivation, and enhancing community wellbeing. As a result of these improvements, Maltby had not been proposed as an area for a future designation and was therefore not included in the consultation exercise. The report highlighted that Selective Licensing made a significant contribution to ensuring landlords maintained safe and healthy homes, which directly contributed to better health outcomes.

At the September 2024 meeting, Cabinet considered a report on the possibility of future declarations of Selective Licensing. The report contained details of potential areas for consideration, along with risks and supporting data. The selection of areas for consultation was based on a comprehensive ranking of 28 Lower Super Output Areas (LSOAs) with high concentrations of Private Rented Sector (PRS) properties. These were assessed against 5 declaration criteria: low housing demand, anti-social behaviour (ASB), high migration, housing deprivation, and crime. Of these, 22 LSOAs were identified as meeting at least one mandatory criterion, making them eligible for future designation.

As a result of the information presented, Cabinet agreed to commence consultation (as required by S80(9) Housing Act 2004), with a view to developing and considering further designations which would commence after the 2020-2025 Scheme ended. 13 weeks of mandatory consultation commenced on the 6th January, 2025, and concluded on 19th March, 2025 (Phase 1), with a further period running from 30th June, to 20th July, 2025 (Phase 2) in each of the following areas:

- Town centre / Eastwood /East Dene / Clifton / Boston Castle
- Masbrough / Kimberworth
- Thurcroft
- Dinnington
- Brinsworth
- Parkgate

The consultation was extended to ensure the Council received a broad and representative range of feedback from all stakeholders, to gather comprehensive feedback from all affected parties and ensure everyone had the opportunity to voice their opinions and contribute to the decision-making process. Paragraph 4.0.4 of the report and Appendix 3 to the report detailed how the consultation was carried out and who was contacted. In Phase 1 the Council received a total of 541 responses, comprising 480 online/paper surveys and 61 direct emails or letters. In Phase 2 a further 581 survey responses were received; 201 of these were online and 380 were paper surveys. Of these, 368 were returned following a bulk request co-ordinated by an Elected Member and community group. These were submitted immediately after the survey closed and had been

manually analysed and reported separately. An additional 15 direct emails and 198 doorstep interviews were also conducted with officers providing information and signposting residents to the survey. In total, the Council received 1,335 responses across both phases, representing an estimated 8.3–9% engagement rate from the 16,000 properties contacted. This compared favourably to the previous 2020–2025 Scheme, which received 578 responses.

In Appendix 4. the responses from all aspects of the consultation were summarised. Section 4 of the report breaks down the results of the consultation and provides an overall conclusion. The conclusion reached was that the 1,335 responses gathered over the period of Selective Licensing consultation did not support Selective Licensing or the proposed fee structure. Responses seemed to more strongly support the reasons stated for the proposed schemes and its intended outcomes, (across all areas) than Selective Licensing itself, as a mechanism for delivery. The associated costs were the main issue in dispute.

Responders were also offered a range of alternative proposals to replace or supplement Selective Licensing. They were summarised in Section 4 of the report and contained in full at Appendix 7.

As detailed in Sections 4 and 5 of the report and the appendices, the Council had acted upon the feedback received and had adjusted its proposals in terms of the focus of the proposed declarations and Neighbourhood Plans, the boundaries and the associated fees.

The proposed changes to the Licence Fees were set out in Section 5 of the report. Under Part 3 of the Housing Act 2004, Section 87 allowed the local housing authority to charge a licence fee to cover all Part 3 activities including all costs incurred by the authority in the administration, enforcement, and monitoring of a scheme. These costs might include processing applications, communication with both landlords and tenants within the scheme, conducting inspections, investigating breaches of licence conditions, and wider enforcement. The fees could also be used to cover non-recoverable costs in the use of interim and final Management Orders within the scheme boundaries. The Council could not generate surplus funds from Selective Licensing schemes. The income generated, the bulk of which was collected in years one and two, was required to manage and resource the scheme for its full period of designation. Each Selective Licensing scheme had unique objectives and fee structures including discounts. They were, therefore, not directly comparable, however, the table at Paragraph 5.12 showed Selective Licence fees declared or proposed since 2024 in England. A more complete list of scheme fees was at Appendix 9.

Paragraphs 5.18 to 5.25 described the fee changes in detail. The overall Standard Licence Fee, made up from the Part 1 and Part 2 charge would be marginally reduced to £975.00 which, in turn, increased the discount on licence charges. The Part 1 charge covered administration and it was

estimated that the costs of infrastructure, including a database and administrative staff cost (x3.2 FTE), would be £1,154,287 over 5 years. Based on the reduced expected licences (4,132) costs per licence application will be £276.00. The Part 2 charge covered maintenance and was estimated from the Neighbourhood Development and Improvement Plans (Area Plan) attached at Appendix 5. The requirements from the 6 plans identified 9.65 (FTE) officers, at varying grades, to deliver the enforcement and engagement in the 6 areas. The estimated cost of the maintenance element was £2,968,163 over 5 years. The standard maintenance licence charge would be £699.00 (Budget projections were contained in Appendix 9.)

The discounts identified in the consultation would be retained or increased as follows:

- Applicants who provided complete and valid applications, assumed to be 50% of applicants, would receive a discount of 5% from the Part 2 charge
- Applicants who received a rebate in the 2020-25 scheme (37%)
- Applicants with flats in the same building would pay one Part 1 charge per building and receive a 65% discount on the Part 2 charge for all subsequent properties within that building
- Applicants with large portfolios (four or more properties) would pay a full Part 1 charge for each of their first three properties and receive a 65% discount on all subsequent properties.

Details on charges for non-compliant applications were set out in paragraph 5.21. The effects of the changes to the fees were set out in the table at paragraph 5.26.

Section 6 of the report set out the timetable for implementation. Appendix 10 was the publicity plan which outlined the prescribed actions that had to be undertaken following a declaration.

Section 3 of the report set out the options for Cabinet to consider. Option 1 was to not pursue any further Selective Licensing declarations at this time. Option 2 was to await the effect of the Renters' Rights Bill (as discussed in paragraph 2.4 of the report) and the updated data to identify relevant LSOA's and therefore postpone a decision on any declaration until the Bill was enacted and or new national/local data sets were published. These options were not recommended.

Option 3 was to proceed to make Selective Licensing declarations based on the criteria set out, the revised Licence Fee and the Licence Conditions, in all of the proposed areas, including the introduction of a Stakeholder Steering Group, as suggested in the consultation responses. This was the recommended option.

The report was considered by the Overview and Scrutiny Management Board (OSMB), who advised that the recommendations be supported.

The Chair of OSMB thanked the Assistant Director for his comprehensive responses during the scrutiny of the proposals. Many questions had been asked on various aspects of the report but OSMB agreed to support the recommendations as proposed. They did ask that the annual review of the Selective Licensing planned designations be brought back to the relevant scrutiny committee to review the progress being made on the overall Selective Licensing scheme and to review any amendments to the scheme 12 months after implementation. This was accepted by Cabinet.

During the meeting, Cabinet Members expressed their support for the scheme, particularly the positive impact it would have on families and children. The Leader reiterated that the Council could not make any profit from Selective Licensing. All fund generated would go into the running of the scheme. He stated that this was about making sure tenants were safe in their homes. The consultation responses were acknowledged but the Leader explained that it was a consultation, not a referendum. He criticised landlords that had openly threatened tenants with rent increases due to the scheme. The fact that Maltby had not been included in this scheme showed that Selective Licensing could lead to such improvements that it was no longer necessary. The Leader hoped that would be the case for other areas in 5 years' time. He reiterated that he wanted landlords to work with the Council to improve properties.

**Resolved:**

That Cabinet:

1. Review all options proposed in section 3 of the report and approve Option 3, which is to proceed to approve Selective Licensing declarations, including the establishment of a stakeholder steering group (based on the criteria set out within the report and appendices);

2. Approve the revised Licence Fee and the Licence Conditions, in all of the proposed areas which are: a) Town Centre/Eastwood/East Dene/Clifton/Boston Castle b) Masbrough/Kimberworth c) Thurcroft d) Dinnington e) Brinsworth f) Parkgate.

3. Agree that the annual review of the Selective Licensing planned designations be brought back to the relevant scrutiny committee to review the progress being made on the overall Selective Licensing scheme and to review any amendments to the scheme 12 months after implementation.

## 63. AUTHORISATION OF NATIONALLY SIGNIFICANT INFRASTRUCTURE PROJECTS (NSIP) - WHITESTONE SOLAR FARM

Consideration was given to the report which sought approval to delegate the preparation and submission of documents to the Planning Inspectorate, both in relation to the Whitestone Solar Farm project and any future applications that fell under the legislation for Nationally

Significant Infrastructure Projects (NSIP), to the Strategic Director of Regeneration and Environment in consultation with the Cabinet Member for Transport, Jobs and the Local Economy. This would ensure they were considered in an efficient and timely manner and within the curtailed timescales imposed by the Planning Inspectorate.

NSIPs were projects of certain types, over a certain size, which were considered by the Government to be so big and nationally important that permission to build them needed to be given at a national level, by the responsible Secretary of State. The thresholds for NSIPs were set out in Sections 15 to 30A of the Planning Act 2008. This process was separate from developments under the Town and Country Planning Act 1990, with NSIPs having an emphasis on pre-application work shaping the design of the project.

Rotherham had recently been informed of proposals for a new solar farm and associated infrastructure, known as Whitestone which, due to its scale and energy generating capacity, would be considered as an NSIP. The process could take up to 2 years from when an application was submitted to when a decision would be made. The key milestones were set out in paragraph 1.7 of the report. The preparation of many of the documents outlined in paragraph 1.7 would be carried out in consultation with other internal departments and were not dissimilar to practices carried out on planning applications under the Town and Country Planning Act. This was with the exception of the Local Impact Report (LIR).

The LIR was a key document and was designed to give details of the likely impact of the proposed development on the authority's area, and it had to be taken into account by PINS and the Secretary of State. The timescale for submission of this was usually limited to 28 days, therefore, there would be limited or no opportunity for Cabinet or Planning Board to consider the contents of these documents. The content of this document would be 'matters of fact'. The LIR would document the impacts the proposed development would have on the Borough, both positive and negative, but there was no requirement for any analysis, or balancing of these impacts to be undertaken, as that was the role of the Planning Inspector.

The Council's Constitution pre-dated the submission of the Whitestone Solar Farm proposal and accordingly, it was necessary to determine the governance of this and any future NSIPs. In view of the factual nature of the LIR and all other associated documents, it was recommended that the Constitution be updated and approval of the aforementioned documents be delegated to the Strategic Director of Regeneration and Environment in consultation with the Head of Planning and Building Control and Cabinet Member. This was in relation to the Whitestone Solar Farm and any future applications that fell under the NSIP legislation.

During the meeting it was reiterated that the Council had no decision making powers in relation to the Whitestone proposals. All decisions would be taken by the Planning Inspectorate and Government. The strong local opposition to the Whitestone proposal was noted by the Leader and he stressed the need for the Government to listen to the views of the local community.

The report was considered by the Overview and Scrutiny Management Board (OSMB), who advised that the recommendations be supported. It did feel that the reference to Whitestone in the title of the report was misleading and they raised some concerns during debate but overall, they supported the recommendations. OSMB requested that a Frequently Asked Questions (FAQ) document be developed to provide clear and accessible guidance on the process for making representations to support Elected Members and residents. It was agreed that this would be produced and published on the Council's website and sent to Elected Members.

**Resolved:**

That Cabinet:

1. Delegate authority to the Strategic Director of Regeneration and Environment, in consultation with the Head of Planning and Building Control and Cabinet Member for Transport, Jobs and the Local Economy, to submit to the Planning Inspectorate all documentation and relevant evidence for their consideration and deal with all procedural matters that may arise in relation to this application and any future applications that fall under the legislation for Nationally Significant Infrastructure Projects.

2. Agree to the proposal that a report be submitted to the Planning Board on a quarterly basis to provide a summary of all responses submitted from the Council to the Planning Inspectorate in respect of Nationally Significant Infrastructure Projects in the previous quarter.

3. Agree that a Frequently Asked Questions (FAQ) document be developed to provide clear and accessible guidance on the process for making representations to support Elected Members and residents and that this be published on the Council's website.

## 64. HOUSEHOLDER DESIGN GUIDE SUPPLEMENTARY PLANNING DOCUMENT

Consideration was given to the report which presented the Householder Design Guide Supplementary Planning Document (SPD) for approval. Supplementary Planning Documents helped improve planning applications, which in turn could speed up the planning process and produce better outcomes for the community. The Householder Design Guide SPD was last revised in 2019 and had been updated to account for

the latest guidance on boundary treatment and renewable energy considerations.

The SPD had been revised in order to give the most up-to-date guidance to residents, planning agents and developers. The revisions included updates to general wording throughout the document, and:

- Design Guidance 2.10, which included changes to the wording for boundary walls and fences to be more concise on the design principle of boundary treatment on domestic dwellings.

- Section 2.13, Renewable Energy Technology where further guidance had been added to include more renewable energy types that could be incorporated into domestic development. Options for reducing $CO^2$ emissions on domestic dwellings had become more wide ranging in recent years and the guidance was updated to reflect this.

Consultation on the draft SPD was undertaken in line with The Town and Country Planning (Local Planning) (England) Regulations 2012 and the Council's adopted Statement of Community Involvement. In response to the consultation, the Council received 6 representations. All representations received had been considered and Appendix 2 'Consultation Statement' provided a summary of the issues raised, the Council's response and how the SPD had been amended as a result.

**Resolved:**

1. That Cabinet approves the adoption of the Householder Design Guide Supplementary Planning Document.

## 65. 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.

## 66. DATE AND TIME OF NEXT MEETING

**Resolved:-**

That the next meeting of the Cabinet be held on 17th November 2025, commencing at 10.00 a.m.

**AUDIT COMMITTEE**
**25th September, 2025**

Present:- Councillor Baggaley (in the Chair); Councillors Allen, Blackham, Elliott and McKiernan along with Ms. A. Hutchinson (Independent Member).

Mr. G. Charnley, Grant Thornton (External Audit) was also present.

An apology for absence was received from Mr. M. Olugbenga-Bababola (Independent Person).

**30. DECLARATIONS OF INTEREST**

There were no Declarations of Interest to report.

**31. QUESTIONS FROM MEMBERS OF THE PUBLIC OR THE PRESS**

No questions had been received in advance of the meeting nor were there any members of the public or press in attendance.

**32. 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. 41 (Risk Management Presentation – Assistant Chief Executive) as defined in Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972 (information relating to the financial or business affairs of any particular person (including the authority holding that information)).

**33. MINUTES OF THE PREVIOUS MEETING HELD ON 29TH JULY, 2025**

Consideration was given to the minutes of the previous meeting of the Audit Committee held on 29th July, 2025.

With regards to Minute No. 21 (Review of Surveillance and use of Regulation of Investigatory Powers) it was noted that external training had been arranged for 21st October, 2025.

Resolved:- That the minutes of the previous meeting of the Audit Committee be approved as a correct record of proceedings.

## 34. EXTERNAL AUDIT PROGRESS REPORT

The Chair invited Greg Charnley, Audit Senior Manager, Grant Thornton, to provide an update on the current position with regard to the External Audit.

The audit had commenced and no material or significant issues had been identified of concern. It was, therefore, expected the findings of the audit would be presented to the November meeting of the Audit Committee.

Resolved:- That the update be received and the content noted.

## 35. INFORMATION GOVERNANCE ANNUAL REPORT 2024/25

Consideration was given to the annual report presented by Paul Vessey, Head of Information Governance, which set out the detail of Council's compliance with Data Protection and Freedom of Information legislation.

The report, therefore, set out in detail performance for Freedom of Information, Right of Access Requests and any Data Protection Incidents and Breaches.

In terms of responses to Freedom of Information Requests (within the statutory time limits) overall performance was at 98% with the number of requests received during Year 2024/25 up to 1,347 compared to 1,307 in 2023/2024.

This was an improvement in performance compared to the previous year and following analysis of the data there were no concerns raised on the year's performance.

With regards to Right of Access Requests during 2024/25 there had been an increase leading to an improvement in performance by 22% percentage points for requests dealt with within the statutory time frame.

In terms of Data Protection Incidents and Breaches, the Council actively encouraged services to report any suspected data incidents and all reported cases were investigated. Attached to the report was an Appendix which provided a breakdown of the number and classification of incidents.

There had been one complaint received direct from the Information Commissioner's Office which was addressed.

In the main all the breaches reported were of a minor nature.

The Committee in the course of its questioning asked further about the complex nature of Right of Access Requests, whether they were mainly personal requests or part of a specific investigation, the context of the Information Data Incident Statistics and if there was any year-on-year data.

In their response officers explained and gave examples of complex Right of Access Requests which were primarily related to Social Care and Children and could be resource intensive and lengthy when collating historical records. In the main requests were of a personal nature, but there were occasions where requests were received as a result of an investigation.

Unfortunately, there was no further breakdown for the statistics, but every single request received was investigated. The tables within the appendices provided numbers on a year-on-year basis for all requests in accordance with the Data Protection and Freedom of Information legislation.

Further examples of low-risk data protection incidents and breaches were provided which were often due to misdirected emails with limited or no personal data, emails sent with Carbon Copy (CC) instead of Blind Carbon Copy (BCC) exposing email addresses, and Council Tax bills sent to the wrong address.

Serious beaches were reported to the Information Commissioner's Office and two incidents were reported in 2024/2025 financial year. No action was taken by the Information Commissioner.

The Committee wished to explore further the complaint from the Information Commissioner's Office and were advised this related to a bus pass application and the request for information.

Further the Committee asked about performance for Freedom of Information Requests at 98% and why this was not 100% and were advised this was down to responses from individual Directorates who were responsible for providing information. It was their determination of priorities when delays occurred.

Whilst it was noted that the Service managed the processes, any concerns with the receipt of responses were escalated and discussed by the Senior Leadership Team.

A question raised about software that advised of deadlines was currently in operation with logged Freedom of Information requests.

A request for further detail on the requesters (business or individuals) was answered and it was noted that the majority of requests were from individuals. During 2024/25 there was a request deemed invalid due to a suspected impersonation and another that was vexatious on a specific line of enquiry. Even requests that were deemed vexatious received a formal response under the Act.

The Committee asked about any potential risk to the Council if timeframes were delayed and it was noted the risk was minimal. Should there be any complaints from individuals they had the opportunity to refer their concerns to the Information Commissioner's Office.

Whilst there was still a risk of Information Data Incidences these were few and far between and of those indicated on the statistics, these were of a minor nature.

Resolved:- (1) That the Data Protection/FOI Annual Report 2024/25 be received and the contents noted.

(2) That the Council continues its maintenance of its Information Governance practices and processes as a requirement and in compliance with legislation.

**36. ANTI-FRAUD AND CORRUPTION POLICY, STRATEGY AND SELF-ASSESSMENT AGAINST FIGHTING FRAUD AND CORRUPTION LOCALLY CHECKLIST**

Consideration was given to the report presented by Louise Ivens, Head of Internal Audit, which detailed the proposed update to the Council's Anti-Fraud and Corruption Policy and Strategy.

The update followed an annual review process which was designed to ensure that the Policy and Strategy were up-to-date with current best practice and to take into account any changes to the Council's organisational structure.

The Committee was advised that there had been only minor updates to the Policy and Strategy since the last review. The Fighting Fraud and Corruption Locally checklist had been used to review the Council's arrangements against current best practice. The self-assessment against the checklist and resulting actions were included as part of the report.

In considering the content, the Committee referred to Section 15 of the Self-Assessment Checklist and the programme of work to ensure a strong counter fraud culture across all Departments. With this in mind was there an opportunity to provide an e-learning package of training and for this to be mandatory.

The Head of Internal Audit advised that the training programme for staff was currently being reviewed including which training was mandatory. The counter fraud training was currently in development and it would be reviewed as to whether this should be mandatory or not. In response to a question regarding the Economic Crime and Corporate Transparency Act, advice had been sought from Legal Services and it was confirmed that this was not applicable to Rotherham Council.

Resolved:- (1) That the content of the revised Anti-Fraud and Corruption Policy be noted.

(2) That the revised Anti-Fraud and Corruption Strategy be approved.

(3) That the actions taken to strengthen the Council's fraud and corruption arrangements be noted.

(4) The further information be provided on the counter fraud training and whether this would be mandatory for staff.

## 37. INTERNAL AUDIT PROGRESS REPORT FOR THE PERIOD 1ST MAY TO 31ST JULY 2025 AND DRAFT AUDIT STRATEGY 2025-28

Consideration was given to the report presented by Louise Ivens, Head of Internal Audit, which set out in detail the progress report and the latest up-to-date position on the Internal Audit Plan.

The report, therefore, provided a regular summary of Internal Audit work completed during the period 1st May to 31st July 2025 and the key issues that have arisen from it, along with the status of actions arising from audits.

The report also detailed information regarding the performance of the Internal Audit function during the period and a review of the Performance Indicators that had taken place.

A Draft Audit Strategy 2025-28 had been developed in accordance with the Global Internal Audit Standards (UK Public Sector). The Strategy set out the vision, strategic objectives and initiatives and an action plan of how they would be delivered.

The Performance Indicators to encompass the objectives have been reviewed and KPI information would continue to be reported on quarterly. Appendix B to the report set out in detail the current latest position against the audit plan.

There were 32024-25 ongoing audits. The overall summary of reports issued during the period May to July were set out in detail at Appendix C to the report.

Appendix D detailed the Internal Audit Dashboard, Appendix F the Quality Assurance and Improvement Programme Action Plan and Appendix G the Draft Internal Audit Strategy for 2025-2028.

The Draft Internal Audit Strategy had 3 objectives:-

- Developing agile and data driven approaches to auditing.
- Workforce planning and professional development.
- Developing the assurance framework.

The Internal Audit Strategy would be reviewed every 3 years. However, if significant changes occurred, then the Strategy would be revised more frequently. An annual review of progress against the actions in the Strategy would be undertaken and reported to the Strategic Leadership Team and the Audit Committee.

As part of their questions the Audit Committee asked about the KPI's and the need to ensure there were no delays by management and asked that this be followed up.

A query was raised regarding the Sundry Debtors report for Regeneration and Environment to which the Assistant Director of Community Safety and Street Scene confirmed that a regular report on Sundry Debt was now discussed at the Directorate Leadership Team.

The Head of Internal Audit confirmed actions would be followed through and picked up through normal audit progress and routine review.

In terms of the Audit Plan it was noted there were 40 Audit areas, not all of which had been started. A question was raised as to how confident officers were of all areas being achieved given the carry forward of some audits from 2024/25.

A further question referred to potential failures to achieve audits within planned timescales and the risk of failing to complete the wider assurance plan.

The Head of Internal Audit addressed both questions and confirmed that whilst it was difficult to set amounts of time within the Audit Plan, where the audit budget was exceeded this related to audits which were given partial assurances as these took longer to review the issues arising and root causes.

The Head of Internal Audit did not have any concerns regarding the ability to complete the 2025-26 audit plan and carry-over audits between the years had reduced.

A further question asked for an indication of completion within the Audit Plan 2025/26 for Adult Care, Housing and Public Health specifically in relation to Safeguarding.

The Head of Internal Audit confirmed this had been put back, due to changes in processes within the Service and it was not beneficial to undertake the audit in 2024-25 while this was underway. This had now been scoped out and would commence with some urgency.

A further question was asked about the compliance of vehicle crews with health and safety requirements and more so about there being no central register of driver qualifications/CPC cards.

The Assistant Director of Community Safety and Street Scene confirmed he would endeavour to address the concerns and clarify/review and report back his findings.

Resolved:- (1) That the Internal Audit work undertaken since the last Audit Committee, 1st May to 31st July 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 approved.

(3) That the Draft Audit Strategy 2025-28 be approved.

(4) That clarity be provided on recording procedures for recording driver qualifications/CPC cards.

## 38. CODE OF CORPORATE GOVERNANCE

Consideration was given to the report presented by Simon Dennis, Corporate Improvement and Risk Manager, which detailed how in April 2016 the Chartered Institute of Public Finance and Accountancy and the Society of Local Authority Chief Executives published revised guidance on delivering good governance in Local Government. In May 2025 CIPFA issued an addendum to the guidance covering the annual review of governance and the annual governance statement.

The Council's Code of Corporate Governance was refreshed to comply with this new guidance and attached as an appendix was the tracked change version. It was good practice to review and revise the Council's Code on an annual basis. Although there had been no specific changes to the 2016 guidance as a result of the 2025 addendum, an annual review of the Code had been completed to ensure it remained up-to-date and relevant to the Council. The changes this year took account of the additional clarifications included in the 2025 addendum and could be seen on Appendix 1.

In their receipt of the report, the Committee asked about Principle G: Implementing good practices in transparency, reporting and audit to deliver effective accountability and how this was evidenced on the Council's website and asked was this, therefore, sufficient in reaching all audiences?

The Corporate Improvement and Risk Manager confirmed the website allowed for compliance examination and had received no feedback to confirm this was insufficient.

Resolved:- That the refreshed version of the Code of Corporate Governance be received and noted.

## 39. AUDIT COMMITTEE FORWARD WORK PLAN

Consideration was given to the proposed forward work plan for the Audit Committee for next year. The plan showed how the agenda items related to the objectives of the Committee, which was presented for review and amendment as necessary.

Whilst a suggestion had been maybe allow Scrutiny to suggest items, the functions of each area should not be confused.

Resolved: That the Audit Committee forward work plan as submitted be approved.

## 40. PARTIAL OPINION AUDITS PROGRESS REPORT

Consideration was given to the report presented by Louise Ivens, Head of Internal Audit, which provided assurance to the Audit Committee in relation to the actions taken and implementation of the recommendations made with regard to the partial assurance Internal Audit reports on:-

- Asset Management property acquisitions and disposals.
- Building Security follow up.
- Water safety (legionella) compliance (Corporate Landlord).
- Water safety (legionella) compliance (Housing).
- Music Service income.
- Home to School Transport.

Officers from relevant services were present to provide updates and the Chair extended an invitation individually for this to be undertaken.

The Assistant Director for Community Safety and Street Scene provided an update on the number of actions which were prioritised for progression and achieved completion by the 30th June 2025. These primarily related to driver compliance and it was noted all records have been brought up-to-date and a new monthly report showing compliance across DBS checks and training records had been established within a dashboard.

The other actions due for completion and implementation by 31st August 2025 have been complied with and evidenced. All identified actions in relation to processes and procedures have been developed and implemented, along with scheduled monthly dip test checks and relevant toolbox talks planned for staff involved in the day-to-day operation of the service.

A Project Team had now been established consisting of officers from the Home to School Transport and Procurement teams. During the first couple of meetings an initial scoping and analysis of requirements/route to market was undertaken and a project plan now in the process of being developed.

In considering the detail the Committee was concerned that the Home to School Transport Service did not have a current contract/framework in place with the external operators providing transport for the Service and asked if this would be corrected by the end of 2026.

The Assistant Director for Community Safety and Street Scene confirmed the challenge was welcomed and many of the issues would be addressed. He provided a reassurance that value for money would be achieved through a framework of local suppliers and through a competitive tendering relationship. This area was a high priority for Procurement.

Contract extensions have been approved via exemptions from retendering to continue operating the Service out of contract. However, the latest approved exemption expired in March 2024 exposing the Council to risk of challenge. It was imperative that this was pursued within a reasonable timescale and the risks be mitigated against and reduced.

The Assistant Director for Property and Facilities Services reported on Asset Management property acquisitions and disposals and how the Council had incurred substantial costs to remedy damage to a town centre property which was acquired and not promptly secured. This contributed to an overspend against the budget within the Asset Management Service in 2023-24 of £0.3m.

Of the 19 recommendations, 18 were now complete with the last recommendation remaining within timescale for completion. However, as of today this was now also complete.

The Assistant Director for Property and Facilities Services also reported on building security follow up and a partial assurance in the latest audit around inspection frequency and recording on the CIPFA Asset Manager system. The ability to fully comply was now complete and an assurance provided that this was now all updated. The Service had gone through a significant period of change and policy and procedures were now in place. Issues with staffing had now been resolved following a redesign of the Service.

The Committee was further advised that the Head of Facilities Management and Compliance had led the development of new policies and processes to strengthen water safety compliance.

All relevant contracts have been reviewed to ensure clear understanding of requirements. Compliance was now monitored through regular monthly contractor management meetings, with performance and remedial actions tracked and followed up as needed through a dashboard.

The Assistant Director for Culture, Sport and Tourism confirmed that as a consequence of the review process, additional controls were in place. From the 9 recommendations, 4 were low risk, 4 were medium and one was high. 8 actions were now complete, and the remaining action, due by 31st October, was on track.

In addition, Partnership Agreements were now in place for all schools taking up Rotherham Music Services, approved by the Head of Service. A new system of quality assurance checks had also been developed and this would be tested September - December 2025/26. This would allow for a full cycle of billing for this academic year with the new systems and processes in place.

The Head of Housing for Property Services confirmed how the Water Safety (Legionella) Audit undertaken in February 2025 concluded with a partial assurance and 13 recommendations. Significant work had been undertaken since the audit by a newly introduced compliance team with specialist officers responsible for oversight of water safety within the housing stock and the Legionella Policy. All 13 recommendations were now complete.

The implementation of a documented flushing regime in line with flushing control measures was now undertaken on void properties prior to letting and documented.

The tenant welcome pack included information on Legionella, what risks it could pose and how it could be prevented.

Resolved:- That the report be received and the contents noted.

## 41. RISK MANAGEMENT PRESENTATION - ASSISTANT CHIEF EXECUTIVE

Consideration was given to the report presented by the Assistant Director of Legal Services (as the Strategic Director of Finance and Customer Services had been called away to deputise for the Chief Executive), which provided details of the current position of the Assistant Chief Executive's Directorate Risk Register and risk management activity within the Directorate.

Due to the departure of the Assistant Chief Executive, temporary management arrangements were in place and the Risk Register would be reviewed.

An additional risk was to be added to the register relating to equal pay and this would be picked up in due course.

The Committee in their consideration of the report made reference to ACX35 and the lack of Elected Member engagement in the Member Development Programme or Neighbourhood Working. Questions were raised on how this suggestion had been arrived at when engagement was difficult unless Members were on the membership of the Member and Democratic Panel.

The Assistant Director for Legal Services acknowledged the difficult interpretation and on reflection agreed that the risk would be reviewed to address the wording and more clearly articulate the risk. This would need to be discussed further.

The Committee asked further about equal pay and whether the arrangements increased the risk as this Directorate had no incumbent in the Assistant Chief Executive role.

The Assistant Director of Legal Services confirmed arrangements were in hand to fully manage risk. Management arrangements were in place to ensure any transition were undertaken smoothly and risks managed appropriately.

The Committee also noted that ACX40 had since transferred to Finance and Customer Services, although this would remain a risk to the whole Council.

The Committee further referred to ASX32 and the potential failure to deliver key workplace priorities and it was confirmed this would form part of the review of the Directorate. Every effort would be made to strengthen any changes and with full engagement. Further details would follow.

With this in mind the Committee asked that instead of this risk register being reviewed annually, that this be reconsidered by the Committee in January, 2026 where any changes would be clearly outlined.

Resolved:- (1) That the progress and current position in relation to risk management activity in the Assistant Chief Executive's Directorate, as detailed in the report submitted, be noted.

(2) That due to the management changes and proposed review of the risks the risk register be reconsidered by the Committee in January, 2026.

(Exempt under Paragraph 3 (information relating to the financial or business affairs of any particular person (including the Council) of Part 1 of Schedule 12A))

## 42. ITEMS FOR REFERRAL FOR SCRUTINY

There were no items for referral to Scrutiny.

## 43. URGENT BUSINESS

There was no urgent business for consideration.

# HEALTH AND WELLBEING BOARD
## 24th September, 2025

**Present:-**

| | |
|---|---|
| Councillor Baker-Rogers | Cabinet Member, Adult Social Care and Health<br>**In the Chair** |
| Chief Insp. Kevin Bradley | South Yorkshire Police<br>(representing Chief Supt Andy Wright) |
| Nicola Curley | Strategic Director, Children and Young People's Services |
| Chris Edwards | Executive Place Director, NHS SYICB |
| Kym Gleeson | Healthwatch Rotherham |
| Alex Hawley | Public Health Consultant, Public Health<br>(representing Emily Parry-Harris, Director of Public Health) |
| Shafiq Hussain | Chief Executive, Voluntary Action Rotherham |
| Bob Kirton | Managing Director, The Rotherham Foundation Trust |
| Jason Page | Medical Director, Rotherham Place, NHS SY ICB |
| Ian Spicer | Strategic Director, Adults, Housing and Social Care |

**Report Presenters:-**

| | |
|---|---|
| Matthew Blomefield | Public Health Intelligence Analyst, RMBC |
| Rachel Copley | Public Health Practitioner, RMBC |
| Gilly Brenner | Public Health Consultant, RMBC |
| Lorna Quinn | Public Health Intelligence Principal, RMBC |
| Jean Summerfield | Lead Nurse, Child Death Review |
| Amelia Thorp | Public Health Specialist, RMBC |

**Also Present:-**

| | |
|---|---|
| The Mayor (Councillor Ismail) | |
| Councillor Brent | |
| Paul Benson | Private Sector Housing Co-ordinator |
| Oscar Holden | Corporate Improvement Officer, RMBC |
| Sue Panesar | Public Health Specialist, RMBC |
| Alicia Sansome | South Yorkshire CYP Alliance |
| Sarah Bond | ICB |

Apologies for absence were received from Councillor Cusworth, Gavin Boyle (NHS England), Andrew Bramidge (RMBC), Helen Dobson (TRFT), John Edwards (RMBC), Jo McDonough (RDaSH), Emily Parry-Harris (RMBC) and Claire Smith (ICB).

**14. DECLARATIONS OF INTEREST**

There were no Declarations of Interest made at the meeting.

**15. QUESTIONS FROM MEMBERS OF THE PUBLIC AND THE PRESS**

No questions had been received in advance of the meeting and there were no members of the public or press in attendance at the meeting.

## 16. COMMUNICATIONS

There were no communications to bring to the Board's attention.

## 17. MINUTES OF THE PREVIOUS MEETING HELD ON 25TH JUNE, 2025

Arising from Minute No. 11 (Better Care Fund), Bob Kirton raised the issue of how the TRFT could become involved in the discussions for the allocation of funds for the next financial year.

Chris Edwards replied that it would be the annual budget setting process where partners could help in the check and challenge.

Resolved:- That the minutes of the previous meeting held on 25th June, 2025, be approved as a true record.

## 18. DIRECTOR OF PUBLIC HEALTH ANNUAL REPORT

Alex Hawley, Public Health Consultant, Public Health, presented the Director of Public Health 2025 annual report which had focussed on creative health within the Borough and how arts, creativity and culture could be used to improve the health and wellbeing of children and young people in Rotherham.

The following powerpoint presentation was also shown in conjunction with the report:-

Background

- In 2025 Rotherham became the world's first Children's Capital of Culture (CCoC) holding a year long festival of celebration
- The journey to this celebration year started in 2017 with the Embassy for Reimagining Rotherham where young people created a vision for Rotherham's future
- CCoC was not only about increasing engagement with the arts, culture and creativity but harnessing the engagement to improve the life chances of Rotherham's children and young people
- Building on the momentum of this celebration year, the Director of Public Health's annual report had explored the role that culture and creativity could play in the health and wellbeing of children and young people

Why is art, culture and creativity important for children and young people's health

- Children and young people aged 19 and under made up 23.5% of Rotherham's population
- Creative health meant working with creativity, arts and/or culture to support health and wellbeing. This could include lots of activities such as drama, art, film or writing
- For children and young people, doing cultural and creative things could help with social skills, physical health and mental health

- Teenagers who did art activities outside of school were less likely to do things which could harm their health such as smoke, drink alcohol or use drugs
- Lots of children and young people struggled with their mental health; creative health could help if included as part of mental health support

What matters to young people in Rotherham?

- Children and young people have said
  - They want to feel proud of where they lived
  - They wanted more fun things to do in Rotherham
  - There were quite a few different things that young people worried about including education, mental health, social media and body image
  - Some young people did not feel happy with more Year 10s than Year 7s saying their mental was fair or poor
  - Spending time with friends and family was very important to children and young people with many saying this was the most important thing to them
- The DPH report was therefore split into the 4 CCoC themes which encompassed the above

You're not from New York City you're from Rov'rum

- Feeling like you belong helped you to feel happier and could make you healthier
- Being involved in arts and creative pursuits could help young people to get better grades even in subjects that were not related to arts or culture

Who we are, where we come from

- Health in Rotherham was generally worse than the average for England and this was partly due to some people in Rotherham eating unhealthily, smoking and drinking alcohol. For many people they started doing these things from childhood or being a teenager
- Arts and culture could help reduce negativity, lift mood, calm and increase proactivity providing a positive impact on mental health

Plug In and Play

- Some people were concerned about the impact social media was having on young people
- Creative content online may offer an alternative to social media that was better for young people's mental health
- Creative activities like drama clubs, music groups, writing circles or book clubs helped to bring children and young people together and feel less lonely

The world beneath our feet

- Access to green space was one of the many neighbourhood-specific characteristics that affected health and neighbourhoods with greater access to green space tended to have greater life expectancy

- Some young people in Rotherham were worried about the impact of climate change but opportunities to spend time in nature and look after the environment could help

Recommendations

1. A comprehensive evaluation of the Children's Capital of Culture programme to be completed including consideration of the role of the programme in supporting the health and wellbeing of Rotherham's children and young people

2. A legacy programme to be delivered, building on the learning from the year-long festival of celebration, the evidence of the benefits of cultural and creative arts activities to health and wellbeing and linking up with wider initiatives such as the SYMCA Year of Reading.

3. Cultural and creative activities in Rotherham to strive to be welcoming and inclusive for families and to tackle inequalities in access.

4. Partners and stakeholders across the local education sector to value and champion arts and culture and work to increase access and reduce inequalities to arts education.

5. Long-term and sustainable funding to be identified to support work to engage children and young people in the arts, culture and creativity.

6. Partners and organisations to learn from the success of genuine co-production as a means for children and young people to be empowered to work with us on more of the things that matter most to them.

7. Physical activity to remain embedded when the Rotherham Cultural Strategy was refreshed, acknowledging the role it plays in culture and creative activity and the benefits to health and wellbeing and wider outcomes.

8. Opportunities for local research to be explored that built on some of the gaps identified through the report, including the role of creativity in supporting positive health behaviours and to better understand the impact of school on young people and their mental wellbeing.

9. The valuable contribution of the arts, culture and creativity to children and young people's mental health to be harnessed acknowledging that mental health was an area of increasing need and system-wide partnership working was vital to ensuring enough support for children and young people.

10. The preferred communication methods of children and young people to be used to ensure that they were aware of fun things to do and places to go locally.

It was noted that the report was published annually in September/October with the steering group meeting in late 2025 to discuss the topic of the 2026 report.

Discussion ensued on the report and presentation with the following issues raised/clarified:-

- It was a statutory requirement that every local authority Director of Public Health produced an independent annual report
- The report contained 10 recommendations but could not mandate any action on them. They would be discussed by the Director of Public Health Annual Report Steering Group and the report disseminated as widely as possible
- It was suggested that the report should be submitted to the Rotherham Together Partnership
- Work was ongoing but the full evaluation of activity would include numbers, health outcomes etc.
- Voluntary Action Rotherham had drawn down £1M National Lottery funding for social, emotional and mental health support for children. It was an opportunity to showcase that work
- The learning gained from CCoC would be used to inform the processes and procedures to improve/reduce the inequalities that children experienced across the Borough. The quantitative information i.e. the numbers of people coming through doors were known; it was the qualitative information i.e. focus groups, legacy and relationship building that was needed. Any differences in equalities would be highlighted in recommendations going forward
- The level of funding secured for the CCoC was a one off, however, an element of the events that had taken place had been embedded through existing funding streams

It was emphasised that it was not the official CCoC report; it was the Director of Public Health's report with the theme of creativity and health and there would be opportunities to highlight further the opportunities mentioned. It would also be referred to in the CCoC evaluation.

Resolved:- (1) That the 2025 Director of Public Health report be noted.

(2) That the conclusions of the report be supported.

## 19. HEALTHY HOMES PLAN

Rachel Copley, Public Health Practitioner, presented a briefing on the Healthy Homes Plan which sat within Aim 4 of the Health and Wellbeing Strategy.

The proposed Plan would be an annually refreshed document outlining the significance of poor housing on health and wellbeing in Rotherham and the key steps being taken to improve the housing sector.

The following powerpoint presentation illustrated the purpose of the Plan:-

What is the Healthy Homes Plan?

- Collaboration between Housing and Health Directorates using data that indicates the impact of poor housing on health and outlines the importance of cross-sector action to tackle this issue

Main sections of the Plan

- Current Housing and Health Strategies
- Local demographic and housing data
- Health risks in housing
- Available support
- The action plan

Plan Content: Current Housing and Health Data in Rotherham

- Rotherham housing data – total dwellings 122,000 (approximately)
  15.30% private rented
  64% owner-occupied
  20.70% Council housing
- Rotherham Demographics
  Population – 270,000
  Deprivation – 35th most deprived local authority
  Life expectancy has decreased
  Rotherham has higher rates of Asthma, Heart Disease, Stroke, Lung Cancer and MSK issues

Action Plan – split into 3 themes

1. Intelligence and evidence gathering
2. Reducing fuel poverty in Rotherham
3. Increasing support and assistance to tackle housing related health risks

The full version of the document and action plan was attached as an appendix to the report submitted and would be published on the Rotherham Joint Strategic Needs Assessment (JSNA) Housing page.

The action plan would be a regular agenda item on the Rotherham Energy Network meetings which were held every 6 weeks with any major changes to the action plan or full document submitted to the Public Health and Housing Strategic Management Teams.

Discussion ensued with the following issues highlighted/raised:-

- The plan was refreshed annually and hosted on the Joint Strategic Needs Assessment website
- A paragraph could be added to the report with regard to poverty, overcrowded housing and increasing levels of children in poverty
- Housing was the one area that the Health Service's portfolio and the wider determinants had the less impact. Was there anything the NHS could do to change this?

- In discussions regarding the neighbourhood pilot, Housing had expressed potential interest in the Health Hub
- South Yorkshire Children and Young People Alliance was doing a lot of work in terms of children with Asthma. Was there an opportunity to link that up?
- TRFT to evaluate what could be delivered in people's homes with the aim of the traditional hospital work being conducted within the home setting as well as in the hospital
- A range of respiratory conditions contributed to the low age expectation in the Borough. Working with the Fire Service and other agencies around health and wealth checks and checking on the domestic environment would be a good showcase of neighbourhood working
- The Housing Strategy should be shared widely to give the opportunity for an understanding of the challenge within Rotherham around housing and what that meant on the ground for delivery of care and support. The Strategy looked at the broader challenge and might be helpful for partners to have an understanding of it
- In order for people to access the help they needed for their homes they needed to know what help was available. The Rotherham Winter Health Being event was to be held on 8th October in Riverside House. Partners across Public Health, the Community Energy Team etc. would be present with information available for any members of public to take away or discuss with staff
- The Housing Strategy was aligned with the Healthy Homes Plan
- Housing Services were engaging with Public Health, the Climate Change Team and in particular the Community Energy Officer who had events planned throughout the year using all forms of engagement such as social media

Resolved:- That the Healthy Homes Plan and its action plan be noted.

## 20. TOBACCO CONTROL UPDATE

Amelia Thorp, Public Health Specialist, provided an update on measures being taken locally to improve tobacco control with the aid of the following powerpoint presentation:-

Why prioritise tobacco control

- Smoking was the leading cause of preventable and early deaths in the UK and Rotherham
- Smoking was the greatest contributor to the total burden of disease in Rotherham
- Smoking rates in Rotherham > all England (14.5% vs 11.6%)
- Smoking was the single largest driver of health inequalities locally and nationally

National Timeline

- Government Commitment
  In 2019 the Government made a commitment to make England Smokefree by 2030
  Smokefree defined as <5% prevalence
- The Khan Review
  Published 2022
  Independent review into the Government's smokefree ambition
  Recommendations:-
  - Increase investment
  - Increase age of sale
  - Offer vapes as a substitute for smoking
  - Prioritise prevention in the NHS
- Stopping the Start
  Government plan to create a smokefree generation
  Launched 2023
  Aimed to address Khan review recommendations
  Included launch of Swap to Stop and Smoking in Pregnancy Incentives Schemes
- Tobacco and Vapes Bill
  Introduced to House of Commons in 2024
  Proposes:
  - Increasing age of sale of tobacco products
  - Ban on display and advertising of vapes
  - Expand smokefree measures to some outdoor settings
  - Strengthen enforcement activity

Local Timeline

- An Internal Audit and Health Needs Assessment was undertaken in 2022 resulting in the establishment of the Rotherham Tobacco Control Steering Group and development of a 3 year multi-partner tobacco control workplan

Local Achievements

- Launch of a new Community Stop Smoking Service in October 2023
- Implementation of national schemes including Swap to Stop and Smoking in Pregnancy Incentives
- Embedded hospital provision of specialist stop smoking services for patients at TRFT and RDaSH
- Expansion of tobacco treatment services to all staff at TRFT and RDaSH
- The development of a dashboard of indicators to enable meaningful tracking of progress against the strategy and work plan
- The development of a Rotherham Position Statement on Vapes

Local Stop Smoking Services and Support Grant (LSSSSG)

- Launched alongside the Government's plan in 2023 with ringfenced funding to support an additional 360,000 people to quit smoking nationally

- Rotherham was allocated £384,845 for 2024/25, similar amount (to be confirmed annually) each year through to 2028/29

Local Impact

- Supported the delivery of a Local Enhanced Service (LES) including training of staff in primary care to identify, triage and offer stop smoking interventions
- Initially targeted to focus on high-prevalence and high risk groups with capacity to expand in future
- Funding also set aside to support additional capacity in the Community Stop Smoking Service

South Yorkshire Tobacco Control Alliance (SYTCA)

- Collaborative partnership between the four local authorities within South Yorkshire and the ICB and wider partners from the public, private and voluntary sector aiming to collectively accelerate our efforts in eliminating smoking across our region and contribute to the achievement of making South Yorkshire Smokefree by 2030

South Yorkshire Campaign

- Development of the South Yorkshire Brand “Smokefree Starts” in 2023 with the first campaign focusing on Smoking and Mental Health launched in March 2024
- Campaign materials included:
  Smokefree Starts website
  TV and radio advertising
  Information resources for professionals
  Information leaflets and posters for the public
  Social media content
- Follow-up campaign launched in November 2024

South Yorkshire Contribution to Yorkshire and the Humber

- Mass media campaign
  8 week mass media campaign launched in March 2025 including TV and radio advertising, OOH advertising, digital and social media advertising, search engine optimisation and launch of campaign website signposting to local services
  Campaign evaluation found that 30% of smokers cut down the amount they smoked and 15% made a quit attempt following seeing the campaign
- Training programme
  Developed in partnership with all 15 Yorkshire and Humber local authorities and the National Centre for Smoking Cessation and Training (NCSCT). It was a 5 year programme aiming to advance the knowledge and skills of those involved in commissioning, managing and delivering tobacco dependency treatment services across Yorkshire and the Humber

Work Plan 2025-2029 – Ambition – for Rotherham to become smokefree by 2030 (<5% prevalence)

A. Strategy and Co-ordination. Deliver a co-ordinated tobacco control policy, strategy, governance and monitoring system
   1. Create a shared vision, plan, governance structure and set of policies for effective tobacco control across Rotherham
   2. Improve the availability and use of local data on tobacco use, exposure and related health outcomes

B. Quit for good. Encourage and support smokers to quit for good
   3. Provide high quality community-based smoking cessation support
   4. Deliver a smoke free NHS
   5. Eliminate tobacco dependence in pregnant women
   6. Work with local employers to help staff to quit

C. Enforcement. Tackle suppliers of cheap, counterfeit and illicit tobacco and nicotine-containing products through delivery of effective enforcement
   7. Create a hostile environment for tobacco fraud and underage sales through intelligence sharing
   8. Tackle illegal activity including sales of counterfeit and illegal nicotine containing products
   9. Change perceptions about illegal tobacco sales and the harms of buying and using illegal vape products

D. Reduce variation in smoking rates by tackling inequalities
   10. Deliver targeted and tailored smoking cessation services and communications to reach groups with highest prevalence of smoking.

E. Stop the start. Reduce the number of people taking up smoking particularly young people
   11. Support schools to minimise uptake of smoking and e-cigarette use amongst Rotherham children and young people
   12. Reduce exposure to second-hand smoke and de-normalise smoking by expanding and enforcing smokefree place policies
   13. Use targeted and mass communication to change attitudes and social norms around smoking and increase quit attempts

Vaping in Children

- Recent local data shows that most students (74%) report never trying vaping, however, the overall number regularly vaping has been increasing since 2017
- A Vaping Harms Action Plan was being developed in response

Rotherham Position Paper on Vapes

- Vapes are significantly safer than cigarettes and were a valuable harm reduction tool and quitting aid for adults
- Young people should be discouraged from vaping

- Vaping amongst pregnant people was safer than tobacco smoking but was not risk free
- A better balance was needed between minimising promotion of vapes to young people whilst allowing promotion to adults who smoked
- We do not have all the answers now but on balance there was sufficient evidence to take action to improve the health of local people

Discussion ensued with the following issues raised/clarified:-

- The data on vapes was not as strong as that on tobacco; there was a need to understand the prevalence of vapes
- The South Yorkshire Tobacco Alliance had contributed to the delivery of a Joint Yorkshire and Humber mass media campaign launched in March 2025. It was well received but difficult to ascertain if that translated into quit attempts
- The difficulties of enforcement with regard to illicit tobacco. There were wider networks of Trading Standards that were in communication on a national level as well as sharing intelligence but it was ongoing work
- There was a Trading Standard representative on the Tobacco Control Steering Group who fed into the action plan
- Should there be stronger wording than “young people should be discouraged from vaping”
- 86% of the people in Rotherham did not smoke; when speaking to the remaining 14% it was the one joy in their lives whilst acknowledging that they knew they had to quit
- The TRFT had been part of the successful quit programme screening just under 2,000 people a month, 90% of which received advice as well 50% getting support with nicotine replacement therapy as well
- The Maternity Service had supported people to reduce the rate of smoking at time of delivery. It was well below 10% and in that last month had reduced further to 5%. That had been delivered at cost pressure at the Trust because of decisions that had been made and trying to work through that as partners. A lot of the work would be recognised as a key part but was not something that was always commissioned so it was a challenge
- Agencies were all trying to do the right things but were members of the public being given an overview of all the different interventions available and what success they were having
- The Stop Smoking Services in England was celebrating 25 years of service. A series of events was to be hosted in Rotherham to celebrate the number of people who had managed to quit in Rotherham over the 25 years. There was also to be a local event for the professionals to give thanks to them as part of the annual Stoptober campaign

- Was it better to promote what vapes should be used for i.e. a smoking cessation tool rather than a negative message? Young people tended not to see the link between smoking tobacco and vaping so consideration needed to be given as to how it should/could be promoted

Resolved:- (1) That the Tobacco Control Work Plan, developed by the Rotherham Tobacco Control Steering Group be approved and that Board members seek to provide the leadership, support and resources required to enable effective implementation of the priority actions within the organisations they represent.

(2) That further discussion take place between the Strategic Director of Children and Young People's Services and Public Health with regard to the way forward relating to vaping.

(3) That the development of the Vaping Harms Action Plan, developed with key local stakeholders, be supported.

## 21. CHILD DEATH OVERVIEW PANEL ANNUAL REPORT 2024-25

Alex Hawley, Child Death Overview Panel (CDOP) Chair, and Jean Summerfield, Lead Nurse Child Death Review, presented the CDOP annual report 1st April, 2024 to 31st March, 2025.

The powerpoint presentation highlighted:-

Foreword and Context

- First standalone Rotherham CDOP report
- Transitioned oversight from Safeguarding Children Partnership to Health and Wellbeing Board
- Administrative support now provided by Rotherham NHS Foundation Trust
- Tribute to Sharon Pagin and welcome to Jean Summerfield
- South Yorkshire CDOP having less frequent meetings
- Backlog of cases reduced despite organisational changes

CDOP Purpose and Structure

- The Panel included RMBC – Public Health and Social Care; TRFT – Safeguarding, Paediatrics, Midwifery; South Yorkshire Police; RDaSH; ICB; Children's Hospice
- Statutory function to review deaths of children (under 18 years) excluding stillbirths and planned terminations
- To categorise cause of death
- To consider the importance/relevance of factors present within 4 key domains – factors intrinsic to the child; factors in social environment including family and parenting capacity; factors in the physical environment and factors in service provision

- To identify modifiable factors and prevent opportunities
- To update the National Child Mortality Database
- To share learning and take whatever improvement actions were identified within the system to prevent future deaths or reduce vulnerabilities

South Yorkshire CDOP Network
- Covered Barnsley, Doncaster, Rotherham and Sheffield
- Enabled identification of regional themes and trends
- Pragmatic shift in 2024 and was now a community of interest with less frequent meetings
- Still valuable for shared learning and data comparison

Rotherham CDOP 2024-25
- 8 meetings held (2 additional to reduce backlog)
- 29 cases reviewed (20 deaths in 2024/25)
- 22 active cases ongoing (delays due to inquests, reports, investigations)
- Age distribution – highest in neonates (0-27 days)
- Place of death – mostly hospital-based
- Ethnicity – majority white; some Asian, Black, Mixed
- Collaboration with agencies to improve timeliness

Modifiable Factors
- 4 cases (14%) had modifiable factors
- National average 43% of cases had modifiable factors
- Issues included – seatbelt use in modified vehicles, tracheostomy management in babies and inter-professional communication
- National common factors – parental smoking, high maternal BMI, supervision issues, poor inter-agency communication

Learning and Actions
- Themes/actions identified at CDOP inform local practice
  - Safe Sleep campaign enhancement planned
  - Task and Finish Group reviewed neonatal deaths (2021/22)
  - Most deaths linked to deprivation and chronic conditions
  - Learning shared with professionals and networks e.g. swimming lessons partnership for children with learning disabilities
- Task and Finish Group reviewed infant/neonatal deaths. Findings:
  - Most deaths due to prematurity/immaturity
  - Some avoidable deaths due to care delays
  - No evidence of a single factor explaining increase in numbers

National Trends

- 3,577 child deaths in England 2023/24 (down 4% vs previous year)
- Child deaths at 29.8 per 199k children
  - Black children: 55.4 deaths/100k
  - Asian children: 46.8 deaths/100k
  - White children: 25.5 deaths/100k
- Children in most deprived areas >2x death rate of least deprived. Deprivation strongly linked to mortality
- Infant deaths (within 1st year of life) = 61% of total child deaths
- Neonatal deaths (within 28 days of birth) = 42% of total child deaths
- Infant mortality rate (under 1 year): 3.9 per 1,000 live births – a slight increase from the previous year

Next Steps

- Thematic review of modifiable factors
- Strengthen multi-agency collaboration
- Focus on health equity and early intervention
- Continue to work to improve the Sale Sleep offer
- Targeted interventions for high risk groups
- Continue backlog reduction and monitoring delays
- Thematic review of modifiability factors
- Influence training, service delivery and policy
- Aim – reduce inequalities and prevent child deaths

Conclusion

- CDOP delivered statutory responsibilities effectively
- CDOP maintained rigorous review standards
- Continued to strive towards timely and thorough reviews
- Identified modifiable factors and learning points
- Continued commitment to learning, prevention and family support
- Focus on reducing inequalities and improving child outcomes
- Persistent challenges: deprivation and inequalities
- Commitment to prevent, partnership and family voice
- Ongoing work to improve outcomes for children and families in Rotherham

Discussions ensued with the following issues raised/clarified:-

- It was a statutory requirement under the Working Together to Safeguard Children guidance in England to have a CDOP and every child that died was required to have their history looked at by a Panel
- The CDOP was in a very strong position now having processed the backlog and transitioned to the HWBB
- The report was to be considered at the Rotherham Safeguarding Board Executive
- The CDOP review would be focussing quite specifically on ethnicity and correlation with deprivation

- Stillbirths were not included in DCOP reviews. Legally a stillbirth was not defined as the death of a person. Under UK law, a Coroner or CDOP could not review a death unless there was an independent life to begin with, however, Maternity Services within the TRFT, reviewed every stillbirth

Resolved:- (1) That the Child Death Overview Annual Report be noted.

(2) That the report be approved for publication.

## 22. PHARMACEUTICAL NEEDS ASSESSMENT

Lorna Quinn, Public Health Intelligence Specialist, together with Matthew Blomefield, Public Health Intelligence Analyst, presented the Pharmaceutical Needs Assessment for the period 2025-28 with the aid of the following powerpoint presentation:-

Process

- Legislation required that Health and Wellbeing Boards produce an assessment of the need for pharmaceutical services. The assessments (Pharmaceutical Needs Assessments (PNAs)) were due every 3 years
- A steering group met annually (or as frequently as required) to provide supplementary updates and to refresh the full document each year
- The previous PNA covered 2022-2025; this document covered 2025-28
- The draft document was shared for 60 days consultation on 14th July 2025
- The PNA would be published September 2025 and would be reviewed as necessary following any changes in provision

Regulation Requirements

- A map of current provision
- A summary of local health need
- Conclusions
  - If there was sufficient choice with regard to obtaining pharmaceutical services in Rotherham
  - Pharmaceutical services that were necessary to meet the health needs of the population
    - ❖ All essential services
    - ❖ Advance Services (Pharmacy First; Hypertension case-finding, Flu Vaccination)
    - ❖ Locally commissioned services (needle exchange, supervised consumption and emergency hormonal contraception)
  - If there were identified future need for pharmaceutical services e.g. new housing developments
  - If there were any other NHS services that affected pharmaceutical service needs

Main Findings

- Overall access to pharmaceutical services in Rotherham was good. Most of the population lived within easy access of a pharmacy and good physical access was supplemented by increasing growth in national online service provision
- As of January 2025, there were 65 pharmaceutical service providers for the area of Rotherham Health and Wellbeing Board. This included:-
  - 61 pharmacies
  - 1 dispensing appliance contractor (DAC)
  - 3 dispensing GP practices
- A local population of 268,267 (mid-2022 – most recent estimate for local areas) indicates 22.7 pharmacies per population head in Rotherham
- As there was no set definition for 'need', access, resident choice and current use of pharmacies had been reviewed

Access

- In Rotherham 23% of the population did not have access to a car or van in their household, therefore, access had been reviewed to include walking time and walking distance alongside drive time:
  - 83.4% of the population of Rotherham lived within a 15 minute walk of a Rotherham-based pharmaceutical service provider
  - 93.2% of the 20% most deprived population lived within a 15 minute walk of a Rotherham-based pharmaceutical service provider
  - 98.9% of the population lived within 15 minutes on public transport on a weekday morning
  - 100% of Rotherham-based residents lived within a 10 minute drive of a Rotherham-based pharmaceutical services provider during rush hour
  - Including cross-border pharmacies had a marginal impact on the proportion of Rotherham residents within 15 minutes walk or 1.6 km (1 mile) of a pharmaceutical services provider

Resident Choice

- In a resident survey conducted with Healthwatch Rotherham, residents fed back that access and convenience were the biggest influencers of pharmacy choice
- The most common method of access was driving although this was slightly less likely for participants living in the 2 most deprived deciles than those living in less deprived areas
- Participants living in the 2 most deprived deciles were as likely to rely on delivery from a pharmacy as those in less deprived areas
- Participants living in the 2 most deprived deciles were slightly more likely to cycle or take public transport to a pharmacy than those in less deprived areas
- Residents also commented on their preferred days and times which had been incorporated into the recommendations

Pharmacy Use

- Essential services were offered by all pharmacy contractors but not all services register to provide advanced or locally commissioned services
- For Essential and Advanced Services, the number of pharmacies providing each service was calculated based on the number of pharmacies that had provided that service once or more in 2024
- Locally Commissioned Services data was provided by contractors and the Strategic Commissioning Team in Adult Care, Housing and Public Health at RMBC
- Service provision of these had been detailed within the document including at Ward level and findings considered in the document

Conclusions – Necessary Services

- Based on the information available at the time of developing this Pharmaceutical Needs Assessment, no current gaps in the provision of essential services within or outside normal working hours had been identified
- However, if one of the 100-hour pharmacies reduced their hours or there was a loss of weekend or evening hours, there would be a need

Conclusions – Advanced Services

- This Pharmaceutical Needs Assessment had detailed the distribution of these within Rotherham and Wards. Based on the data available the Health and Wellbeing Board was satisfied that there was sufficient capacity to meet the demand for these advanced services
- However, if one of the 100-hour pharmacies reduced their hours or there was a loss of weekend or evening hours, there would be a need

Conclusions – Future Need

- The document had reviewed population growth in line with forecasts and housing developments that would deliver new homes within the timeframe of the document
- There were no new housing developments of significant size during the lifetime of the document and the population projections were not predicted to increase to sufficient size to create unmet pharmaceutical need providing services remained as they were at the time of writing

Conclusions – Other Services

- The document notes the number of pharmacies that had signed up to provide and were providing the advanced and enhanced services listed below:-
  - Lateral Flow Device Tests Supply Service
  - New Medicine Service
  - Emergency Hormonal Contraception
  - Needle and Syringe Provision Needle Exchange
  - Palliative Care
  - Over the counter medication Labelling Scheme

- It was satisfied that the current demand could and would be met by the existing providers

Next Steps
- Publication of the 2025-28 PNHA
- The Steering Group continue to meet annually
- Further analysis in the Public Health Team to look at access to provision by public transport, walking and car use. This will be hosted on the Joint Strategic Needs Assessment

Discussion ensued with the following issues raised/clarified:-

- It was not expected that there would be sufficient home owners moving onto the Waverley estate during the lifetime of this PNA for enhanced provision and similarly at Bassingthorpe Farm. However, this would be monitored by the Steering Group
- In such areas as Waverley, that were very near to a bordering local authority, consideration was given to Rotherham's provision plus a one mile buffer
- Any changes in pharmacy provision would be monitored including any closures and out of hours
- More analysis would be undertaken on the number of members of public who did not have access to a car
- The PNA looked specifically at the time it took to get to a pharmacy or the distance to a pharmacy; it did not take into consideration whether there was a "safe" walking route. The data was quite limited in terms of safety but it was something that could be picked up in the analysis as part of the wider consultation on public transport and access to transport
- The timing of public transport was also not included but could be fed into the wider analysis

Resolved:- That the findings of the 2025-2028 Pharmaceutical Needs Assessment be noted.

## 23. EVALUATION OF THE 3-4 MONTHS HEALTH VISIT CHECK

Lorna Quinn, Public Health Intelligence Principal, presented the initial findings from the implementation of an additional visit within the Healthy Child Programme (HCP).

The following powerpoint presentation was also shown in conjunction with the report:-

Background
- Successful application to work with the National Institute for Health and Care Research (NIHR) Public Health Intervention Responsive Studies Teams (PHIRST) based at Nottingham University

- The aim was to evaluate the impact of the 3-4 month health visit, an additional visit which was previously available to only families requiring enhanced support but offered to all parents through Family Hubs funding until March 2026
- Practitioners review child development, provide guidance on breastfeeding and safe weaning and support parental mental health

Methods
- Qualitative
  - 15 individual interviews with parents
  - 2 focus groups with parents (including one with parents who had not taken up the visit)
  - Focus groups with 7 nursery nurses, 4 Public Health staff and commissioners
  - Factors associated with delivery and uptake of the visit were examined
- Quantitative
  - Tracking month-by-month how many eligible babies received it and whether it happened on time. Visit completion was described by demographic factors including socio-economic deprivation, ethnicity, maternal age and parity and developmental scores at 3-4 months
  - The children's 12 month development scores were compared before and after the review controlling the demographic factors

Reach
- The 3-4 month visit began in September 2023 but was targeted
- General rollout to the entire population began from January 2024
- On average just under 200 babies and their families received a 3-4 month visit each month

Qualitative Key Findings
- Parents valued having an additional visit between the 6-8 week and 9-12 month reviews and the visit was positively supported
- There were positive opinions of the service and family hubs
- Community groups, such as those delivered at a local mosque, provided an important way of delivering information and support to diverse communities
- Parents felt the visit was more developmentally focused than other visits, aligning with nursery nurse skills in developmental screening
- The visit supports parents' knowledge and preparedness for upcoming developmental milestones, providing parental reassurance

Quantitative Findings - Demographic
- 3-4 month visit rates stabilised at around 80%
- Before adjusting for potential confounders, 3-4 month visit rates were lower for older mothers, those who already had a child and those in IMD deciles 5 and 6

Quantitative Findings - ASQ

- Of those who received the visit, the ASQ completion was around 80%

Quantitative Key Findings

- The 3-4 month visit uptake was equitable across socio-economic deprivation, ethnicity and maternal age group but families with more than one child were around 70% less likely to receive a visit
- Maternal mood recording rates were consistent across deprivation quintiles and ethnic groups
- At the 9-12 month visit, children eligible for a universal 3-4 month visit had higher likelihood of scoring above the close-monitoring cutoff in the ASQ domain of problem solving

Next Steps

- These findings provided evidence for Rotherham stakeholders to consider when deciding on the future of the review and may contribute to the wider national debate on delivery of the Healthy Child Programme
- A detailed report would be published by November describing the findings further
- Meetings with Public Health Senior Management Team and Family Hubs Operational Group would share the detailed report and to discuss the future commissioning options

Conclusion

- Overall the evaluation indicated that the 3-4 month review was a valued addition to the Healthy Child Programme, offering a point of contact between the 6-8 week and 9-12 month visits and supporting families during a period of rapid developmental change
- The visit appeared feasible to deliver, culturally adaptable and acceptable to parents
- Work remained for ongoing data collection to monitor outcomes and to discuss future commissioning options

Discussion ensued with the following issues raised/clarified:-

- The term ‘parent’ was used to refer to the parents, carers and guardians eligible for a 3-4 month visit
- Parents were suggesting that that the additional visit would be more beneficial (5-6 months), however, the 3-4 months visit was in line with the national Child Programme
- No studies since 2015 had specifically assessed adding a universal 3-4 month review. The review was not nationally mandated; the Council was evaluating its impact to assess the case for retaining it locally and to influence wider national debate on delivery of the Healthy Child Programme

Resolved:- That the findings from the 3-4 visit within the Healthy Child Programme be noted.

## 24. ITEMS ESCALATED FROM PLACE BOARD

Chris Edwards, Executive Place Director, NHS SYICB, reported Rotherham had been selected as a Neighbourhood Pioneer Pilot. There had been 42 national pilots identified in South Yorkshire and Rotherham, Doncaster and Barnsley had been successful. Workshops were to be held to work out how to bring Acute Services into neighbourhoods.

Resolved:- That, when appropriate, a report be submitted to a future meeting of the Board.

## 25. BETTER CARE FUND

Chris Edwards, Executive Place Director, NHS SYICB, reported that the BCF plan would be shared with TRFT.

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**LICENSING BOARD SUB-COMMITTEE**
**26th August, 2025**

Present:- Councillor Hughes (in the Chair); Councillors Harper, Jones, Stables and Sutton.

**4. DECLARATIONS OF INTEREST**

There were no Declarations of Interest made at the meeting.

**5. EXCLUSION OF THE PRESS AND PUBLIC**

Resolved:- That, under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in the Police Act 1997 and Paragraphs 3 and 7 of Part I of Schedule 12A to the Local Government Act 1972 (business affairs and prevention of crime).

**6. APPLICATIONS FOR THE GRANT OF HACKNEY CARRIAGE/PRIVATE HIRE DRIVERS' LICENCES**

The Sub-Committee considered a report of the Licensing Manager relating to five applications for the grant of hackney carriage/private hire drivers' licences in respect of Messrs. S.Y., A.F-K., K.W., T.M. and C.C.C.

Messrs. S.Y., A.F-K., K.W., T.M. and C.C.C. were in attendance at the hearing.

Resolved:- That the applications for the grant of hackney carriage/private hire drivers' licences be refused.

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**LICENSING SUB-COMMITTEE**
**27th August, 2025**

Present:- Councillor Taylor (in the Chair); Councillors Bennett-Sylvester and Brent.

**CONSIDERATION OF AN APPLICATION (MADE IN ACCORDANCE WITH S.17 OF THE LICENSING ACT 2003 BY MRS HELEN CLAYTON FOR THE GRANT OF A PREMISES LICENCE IN RESPECT OF THE PREMISES KNOWN AS WIGTOX LOUNGE SITUATED AT 33 SOUTH STREET, RAWMARSH, ROTHERHAM S62 5RF**

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 Wigtox Lounge situated at 33 South Street, Rawmarsh, Rotherham S62 5RF.

The applicant, Mrs. Helen Clayton,was seeking authorisation to allow:-

- Sale of alcohol (for consumption on and off the premises) on:
  - Sunday to Thursday between 12:00 hours and 23:00 hours
  - Friday and Saturday between 12:00 hours and 00:30 hours on the day following; and
  - New Year's Eve between 12:00 hours and 02:00 hours on the day following

- Provision of live and recorded music and the performance of dance (inside only) on:
  - Sunday to Thursday between 12:00 hours and 23:00 hours
  - Friday and Saturday between 12:00 hours and 00:30 hours on the day following; and
  - New Year's Eve (live and recorded music only) between 12:00 hours and 02:00 hours on the day following

- Exhibition of films (inside only) on:
  - Sunday to Thursday between 10:00 hours and 23:00 hours; and
  - Friday and Saturday between 100:00 hours and 00:30 hours on the day following

– Provision of late-night refreshment, for consumption inside the premises, on:

  - Friday and Saturday between 23:00 hours and 00:30 hours on the day following; and
  - New Year's Eve between 23:00 hours and 02:00 hours on the day following

The application was submitted for the grant of a Premises Licence on 26th June, 2025 and was subsequently amended, Appendix 2 of the report submitted, deleting reference to the use of the roof top terrace.

The premises comprised part of the former Rycroft and Rawmarsh Working Men's Club which was situated in two next door buildings, a converted church and the ground floor of a two storey house. The application was in respect of the converted church only. The next door two storey house was now solely residential and formed no part of the application.

The converted church would have a three-way function:-

- Part of the premises would be used as treatment/therapy rooms. Although not part of the application, they would be accessed via a door located within the licensed area. People using the treatment rooms would also share the same toilets as the licensed area. The treatment/therapy rooms would be open between 08:00 hours and 19:00 hours Monday to Friday and 09:00 hours and 12:30 hours on Saturday, closed on Sunday

- The rear of the premises was used as residential accommodation with its own entrance/exit

- The front of the premises would form the licensed area with two fixed bars one serving alcohol and the other alcohol, a range of non-alcoholic beverages and food. There was also a mezzanine level which formed part of the licensed area

The outdoor consumption of alcohol, food and non-alcoholic drinks would only be allowed on a patio area to the front of the premises until 23:00 hours every day. However, customers would be permitted to use the patio to smoke until the premises closed but no music, even at a background level, would be provided.

The applicant had offered 32 management control conditions in the application. However, subsequently the applicant had submitted additional information in support of the application as well as from various parties who had made representations to the application. Having reviewed all the information, some additional conditions had been offered by the applicant which had been accepted by the Licensing Authority

The updated document circulated incorporated the additional conditions.

The Sub-Committee adjourned the meeting for 10 minutes to enable the additional information to be read.

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 representations had been received, both for and against the application.

Two Responsible Authorities (Licensing Authority and the Community Protection Unit) had made representations against the grant of the application as well as two Ward Councillors and nine "Other Persons".

Fifty-seven representations in support of the application had been received from "Other Persons".

The applicant, Mrs. Helen Clayton, was in attendance together with Mr. Carl Clayton, Mrs. M. Haywood, legal representative and Ms. C. Marshall (Wigtox employee).

The Sub-Committee heard representations from Mrs. D. Kraus (Principal Licensing Officer) together with Alan Pogorzelec (representing the Licensing Authority), and Kirsty Leonard (representing Community Protection Unit).

The objections of the Licensing Authority were based on three of the licensing objectives i.e.:-

- Preventing crime and disorder.
- Protection of children from harm.
- Prevention of public nuisance.

However, as previously stated, discussions had been taking place with regard to the application with a number of additional management controls having been agreed which addressed the concerns of the Licensing Authority regarding door supervision and the monitoring of external areas.

Due to the timescales involved and agreement only having been reached the previous day, it had been necessary to attend the hearing and inform the Sub-Committee that the Licensing Authority was formally withdrawing their objections and would take no further part in the proceedings.

There had also been discussions with the applicants and the Community Protection Unit with regard to a Noise Management Plan (NMP). In addition to the new conditions, there was scope for an additional condition with regard to a NMP which would be agreed by the Community Protection Unit prior to the business opening. The NMP would encompass key aspects of the activities at the premises, including external areas and any general operational noise that took place, as well as taking into consideration any advice or information provided by a noise management specialist. Once drafted it would be expected to be implemented, checked and monitored by the Designated Premises Supervisor.

Both the Licensing Authority and the Community Protection Unit, as Responsible Authorities, would continue to monitor the premises to ensure the agreed conditions were put fully into effect and maintained. Should any of the conditions not be met or should the licensing objectives be undermined in any way, it would be dealt with as appropriate.

The objections of the Community Protection Unit were based on two of the licensing objectives i.e.:-

- Prevention of crime and disorder
- Public nuisance

Kirsty Leonard, Community Protection Unit, confirmed that discussions had been taking place around concerns of noise which were addressed by the conditions supplied by Licensing.

In light of the above, therefore, the Community Protection Unit was formally withdrawing its objection to the application.

The two Ward Councillors had objected to the application based on all four of the licensing objectives i.e.:-

- Preventing crime and disorder.
- Public safety .
- Prevention of public nuisance.
- Protection of children from harm.

and raised the following concerns:-

- The operating hours requested on a Friday and Saturday night were not suitable for a business operating in the middle of a residential area
- Strong likelihood of residents being disturbed by the noise of customers coming and going from the premises late into the night-time hours
- Reported crime and disorder and public nuisance when the premises operated as a working men's club
- No separation between the beauty parlour and the licensed premises. Possibility of intoxicated people straying into the beauty area
- Children accompanying their parents to the beauty premises and potentially putting them in harm's way by the activities in the other part of the building

Councillor Hughes, Ward Councillor, was in attendance at the meeting. She had been asked to present the concerns of three local residents as they were fearful of reprisals. There had been crime and disorder at the building in the past when it had operated as a club and they feared that it would continue in the new premises. They were concerned about what would happen when the two different businesses met and could possibly

leave vulnerable people and possibly children at risk from intoxicated people entering the beauty part of the business.

The Sub-Committee took into consideration the nine written submissions objecting to the application that had been provided to the meeting:- The objections centred around:-

- The outdoor area on the front of the building should be enclosed with no visual access to the street given its proximity to the school
- Exacerbation of the parking issues
- The late opening hours attracting patrons from other drinking establishments when they closed
- The proposed offer of the licenced premises was not suitable for the majority of residents in the area
- The offer of non-alcoholic drinks/milkshakes would entice unaccompanied children to enter the building and be in the same area as adults drinking alcohol
- Noise nuisance from the playing of music
- History of public disorder/drug taking and selling from the previous use of the building
- Family orientated street with young children and newborns; it was not a town centre venue
- The proposed opening hours were too long
- The car park opposite the premises was now housing causing increased parking difficulties
- The need for installation of security cameras outside the venue and South Street to capture any anti-social behaviour
- Increase in littering

Fifty-seven representations had been received in favour of the application highlighting:-

- It was what the area needed
- It offered a family orientated atmosphere – something the area was lacking
- It would bring the community together in a child friendly environment
- The derelict building attracted undesirable activities and welcomed the prospect of it being revitalised into a community space
- It would reinvigorate the area and potentially generate jobs

Two members of the public, who were in support of the application, were in attendance and made the following points:-

- She had been a client of the Clayton’s beauty business for a number of years and found them to be very professional
- The new premises were very welcoming and would invigorate the area

- The lounge would bring people together and build new friendships
- It would bring employment into the area
- The building had been refurbished to a very good standard

In response to questions, the applicants, with the assistance of their legal representative, provided the following information:-

- Mrs. Clayton had now secured her Personal Licence
- Wigtox was very popular and purely a beauty therapy business
- The Clayton's had been as transparent as possible with the surrounding residencies and tried to explain what their aim was for the building
- They were not trying to resurrect the former working men's club and how it operated in the past. They were not seeking to make a pub/club and following feedback/representations, the hours of opening had been amended
- South Yorkshire Police had not submitted representations to the application
- It would feel much like a spa/pamper event rather than a bar/club with clients being able to have an alcoholic drink following a treatment
- Following concerns raised regarding the shared use of the toilet facilities, it may be possible to utilise another toilet (not shown on the plans) for the use of those that were not having beauty treatments
- The area left in the premises for licensable activities was quite limited and would not allow pantomimes, musical groups etc.
- The aim was to provide a community hub
- There had been significant noise attenuation work put into the fabric of the building as well as a new roof
- The new sound system was controlled in the office by the manager and would be low key to enable conversations to take place
- The new CCTV system had 4 cameras both internally and externally
- Proposed new noise condition (see No. 39 below). The applicants would also look to build in 2 nominated locations, the most noise sensitive points, for checks to be undertaken when there was any live music with a sign-off sheet attached
- Temporary Event Notices would be applied for if it was attended to hold a pay per view event

Resolved:- That the application, as amended, for the grant of a Premises Licence in respect of premises in respect of premises known as Wigtox Lounge situated at 33 South Street, Rawmarsh, Rotherham S62 5RF be approved subject to the following amended conditions:-

1. Subject to condition 2 below, no person shall be admitted to the premises after 23:00 hours.

2. Condition 1 will not apply to persons that were present in the premises at any point between 22:45 hours and 23:00 hours.

3. The CCTV system installed at the premises shall:-

(a) be maintained fully operational and in use at all times that the premises are open
(b) make and retain clear images
(c) show an accurate date and time that the images were made
(d) cover the inside of the premises and the external front patio

4. CCTV systems installed after 2021 should be a full digital system with wide dynamic range IP cameras (WDR).

5. All CCTV images shall be retained for a period of not less than 31 days.

6. The CCTV footage shall be controlled and kept in a secure environment to prevent tampering or unauthorised viewing. A record will be kept of any person who accesses the system, the reason why and when.

7. A member of staff who is trained to operate the CCTV system, review images and supply footage, will be present at the premises at all times when licensable activities are taking place.

8. CCTV images shall be immediately made available for review upon request of the Police or an authorised officer of the Licensing Authority for purposes in connection with the prevention and detection of crime and disorder, in line with GDPR guidance.

9. A copy of a CCTV image shall be provided within 24 hours upon request of the Police or an authorised officer of the Licensing Authority.

10. Suitable signage informing customers that CCTV is in operation shall be displayed in prominent positions inside and outside of the premises.

11. A record shall be kept of each member of staff who is authorised to sell alcohol and shall include the staff member's full name, address and date of birth. This record shall be retained on the premises and made available for viewing on request of the Police or an authorised officer of the Licensing Authority.

12. A Challenge 25 Policy shall be in operation. This Policy shall require that any person who appears to be under the age of 25 must provide ID prior to being served alcohol. Acceptable forms of ID are:-

(a) passport
(b) UK photo driving licence or
(c) military ID card

13. All refusals made under the Challenge 25 Policy shall be logged in a bound book. This log must show:-

(a) date of refusal made
(b) member of staff who made the refusal
(c) if refused, whether fake ID was seized
(d) signs notifying customers of the operation of the Challenge 25 scheme shall be displayed at the entrance to the premises and at each point of sale

14. A bound incident book shall be maintained in which the following shall be recorded:-

(a) incidents of crime and disorder occurring at the premises (both inside and outside) which shall include the date and time of the incident
(b) any action taken including if the Police were called

15. The Challenge 25 log and the incident book shall be kept on the premises and shall be available for inspection upon request of the Police or an authorised officer of the Licensing Authority.

16. The DPS, or their nominated deputy, shall check the Challenge 25 log and the incident book at least once a week and sign and date each check.

17. There shall be a zero-drug tolerance policy in operation at the premises which shall include the requirement that regular checks are carried out by management to prevent the use of drugs by patrons and that such checks are recorded.

18. A copy of the premises drugs policy, and associated records, shall be kept at the premises and made available to the Police or an authorised officer of the Licensing Authority upon request.

19. The premises shall operate in accordance with the “ask Angela scheme” and notices to this effect shall be displayed.

20. The DPS or Premises Licence Holder will risk assess the need for door supervisors to be employed at the premises. If such a risk assessment indicates that door supervision is required, then a minimum of two SIA door supervisors are to be employed at the premises at any particular time (as determined by the risk assessment).

21. Unless a risk assessment indicates otherwise, on days when higher risk activities are taking place at or in the vicinity of the premises, then at least two SIA door supervisors are to be employed at the premises during the hours that the higher risk activities are taking place. A higher risk activity would be one that could reasonably be expected to result in a significant increase in the number of people attending the

venue and/or a change in the nature or behaviour of the people that attend the venue when compared with what would be expected had the activity not been taking place (for example a major sporting event).

22. When carrying out a risk assessment regarding the provision of door supervisors, the licence holder and/or DPS should have regard to any information provided to the licence holder by the Licensing Authority, South Yorkshire Police or any other reliable source of information.

23. All door supervisors when working shall wear a uniform which clearly identifies them to the public as door supervisors, wearing high visibility jackets or vests.

24. A register shall be maintained for persons engaged as door supervisors to include the name and SIA number of the staff. SIA to be briefed as to details of any events and to record the time and dates of deployment including start and finish time. The register is to be retained onsite for a period of at least 12 months.

25. A written copy of any risk assessment referred to in these conditions must be retained for a period of at least 12 months and available for inspection at the premises by any authorised officer.

26. It is considered that, for the nature of the operation of the premises, plastic/polycarbonate drinking vessels will not ordinarily be required, however, a risk assessment will be undertaken should unusual events take place and management deem it necessary.

27. The consumption of alcohol, food and non-alcoholic drinks will not be permitted on the front patio after 23:00 hours every day. However, customers will be permitted to use the patio to smoke until the premises closes.

28. In addition to being monitored by the CCTV system, the external areas to which patrons have access whilst using the premises will be directly monitored via the coffee bar servery window and the use of glass collectors for both internal and external areas.

29. Customers shall not be permitted to use the roof top terrace or the area to the rear of the premises (car park) for the outdoor consumption of alcohol, food and non-alcoholic drinks at any time nor will they be permitted to smoke in these areas.

30. Children 12 years and under must be accompanied and supervised by a responsible adult at all times, both inside and outside of the premises.

31. No children, that is any person under 16 years of age, will be permitted to remain on the premises (both inside or outside) after 22:30 hours Friday and Saturday or 21:00 hours Sunday to Thursday or unless accompanied and supervised by a responsible adult and attending a pre-booked family function or similar event.

32. The premises will display a proxy notice in a prominent position explaining that it is an offence for adults to purchase alcohol and then supply it to persons under 18.

33. No signage or advertising for any special treatment provided in the adjoining treatment/therapy rooms shall be on display within the licensed area of the premises.

34. No adult entertainment or services shall be provided at the premises.

35. The DPS shall routinely attend meetings of the local Pubwatch Scheme.

36. Notices asking people to leave the premises quietly shall be displayed at the premise's main exit.

37. All staff shall receive training on induction and yearly thereafter, on the terms, conditions and restriction of this licence together with:

(a) operation of Challenge 25
(b) types of acceptable ID
(c) method of recording refusals
(d) refusing sales of alcohol to persons who appear to be drunk
(e) preventing proxy sales
(f) incident recording and when to call the Police
(g) Drugs Policy
(h) Safeguarding children and vulnerable adults
(i) operation of the "ask Angela" Scheme

38. Staff training shall be recorded, records shall be kept of the premises and shall, on request, be made available for inspection by the Policy or an authorised officer of the Licensing Authority.

39. The Premises Licence Holder or Designated Premises Supervisor to prepare a Noise Management Plan to address dispersal noise breakout noise and monitoring of operational noise. To be provided and approved by the Community Protection Unit prior to the opening and for the Noise Management Plan to be adhered to by the Premises Licence Holder or Designated Premises Supervisor with any relevant amendments that are recommended by the Local Authority or Community Protection Unit.

# LICENSING BOARD SUB-COMMITTEE
## 1st September, 2025

Present:- Councillor Hughes (in the Chair); Councillors Bower, Brent, Steele and Thorp.

## 7. DECLARATIONS OF INTEREST

There were no Declarations of Interest made at the meeting.

## 8. EXCLUSION OF THE PRESS AND PUBLIC

Resolved:- That, under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in the Police Act 1997 and Paragraphs 3 and 7 of Part I of Schedule 12A to the Local Government Act 1972 (business affairs and prevention of crime).

## 9. APPLICATIONS FOR THE GRANT/RENEWAL/REVIEW OF HACKNEY CARRIAGE/PRIVATE HIRE DRIVERS' LICENCES

The Sub-Committee considered a report of the Licensing Manager relating to five applications for the grant/review of hackney carriage/private hire drivers' licences in respect of Messrs. T.T, G.K., A.Y. T.N. and M.G.

Messrs. G.K. (together with his supporter), A.Y., T.N. and M.G. were in attendance at the hearing.

Mr. T.T. was not in attendance. Attempts were made to contact him by the Licensing Manager but there was no response. The Licensing Board Sub-Committee agreed to continue in Mr. T.T.'s absence.

Resolved:- (1) That the applications for the grant of hackney carriage/private hire drivers' licences for Messrs. T.T., G.K., A.Y. and T.N. be refused.

(2) That the hackney carriage/private hire driver's licence in respect of Mr. M.G. be revoked.

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# LICENSING BOARD SUB-COMMITTEE
## 23rd September, 2025

Present:- Councillor Hughes (in the Chair); Councillors T. Collingham, Garnett and Jones.

An apology for absence was received from Councillor Sutton.

**10. DECLARATIONS OF INTEREST**

There were no Declarations of Interest made at the meeting.

**11. EXCLUSION OF THE PRESS AND PUBLIC**

Resolved:- That, under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in the Police Act 1997 and Paragraphs 3 and 7 of Part I of Schedule 12A to the Local Government Act 1972 (business affairs and prevention of crime).

**12. APPLICATIONS FOR THE GRANT/REVIEW OF HACKNEY CARRIAGE/PRIVATE HIRE DRIVERS' LICENCES**

The Sub-Committee considered a report of the Licensing Manager relating to three applications for the grant/review of hackney carriage/private hire drivers' licences in respect of Messrs. T.T, A.R-C. and A.O.

Mr. A.O. had requested a deferment to enable him to seek legal and Trade Union advice.

Messrs. T.T. and A.R-C. were in attendance at the hearing.

Resolved:- (1) That the application for the grant of a hackney carriage/private hire driver's licence for Mr. T.T. be refused.

(2) That the application for the grant of a hackney carriage/private hire driver's licence in respect of Mr. A.R-C. be approved.

(3) That the application in respect of Mr. A.O. be deferred until 6th October meeting of the Licensing Board Sub-Committee.

**13. DETERMINATION OF APPLICATIONS FOR HOUSE TO HOUSE COLLECTION PERMITS**

Consideration was given to a report, presented by the Licensing Manager, concerning the following applications for the grant of a promoter's permit to carry out house-to-house collections:-

| Organisation | Area | Date |
|---|---|---|
| Royal National Institute of Blind People | Whole of the Borough | 4th September, 2025-3rd September, 2026 |
| Yorkshire Cancer Research | Whole of the Borough | 3rd September-30th November, 2025 |

Resolved:- That, in accordance with the provisions of the House to House Collections Act 1939, the applications be approved.

**LICENSING BOARD-SUB-COMMITTEE**
**6th October, 2025**

Present:- Councillor Hughes (in the Chair); Councillors T. Collingham, Garnett, Jones and Taylor.

## 14. DECLARATIONS OF INTEREST

There were no Declarations of Interest made at the meeting.

## 15. EXCLUSION OF THE PRESS AND PUBLIC

Resolved:- That, under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in the Police Act 1997 and Paragraphs 3 and 7 of Part I of Schedule 12A to the Local Government Act 1972 (business affairs and prevention of crime).

## 16. APPLICATION FOR THE REVIEW OF A HACKNEY CARRIAGE/PRIVATE HIRE DRIVER'S LICENCE

The Sub-Committee considered a report of the Licensing Manager relating to an application for the review of a hackney carriage/private hire driver’s licence in respect of Mr. A.O.

Mr. A.O., together with his legal representative, was in attendance at the hearing.

Resolved:- That the hackney carriage/private hire driver’s licence in respect of Mr. A.O. be revoked.

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**PLANNING BOARD**
**25th September, 2025**

Present:- Councillor Mault (in the Chair); Councillors Ahmed, Allen, Bacon, Currie, Elliott, Fisher, Tarmey and Thorp.

Apologies for absence:- Apologies were received from Councillors Adair, Duncan, Hussain, Jackson and Sutton.

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

**32. EXCLUSION OF THE PRESS AND PUBLIC**

There were no items on the agenda to warrant exclusion of the press and public.

**33. MATTERS OF URGENCY**

There were no matters of urgency for consideration.

**34. DECLARATIONS OF INTEREST**

There were no Declarations of Interest to report.

**35. MINUTES OF THE PREVIOUS MEETING HELD ON 14TH AUGUST, 2025**

**Resolved:-** That the minutes of the previous meeting of the Planning Regulatory Board held on Thursday, 14th August, 2025, be approved as a correct record of the meeting and signed by the Chair.

**36. DEFERMENTS/SITE VISITS (INFORMATION ATTACHED)**

There were no site visits recommended, but it was noted that application RB2023/0283 (Change of use of land to dog walking paddocks and training facility including extended car parking area at 4 Blackamoor Road, Swinton for Invictus Squad) would be deferred for further consultation and be presented to the next meeting.

**37. DEVELOPMENT PROPOSALS**

**Resolved:-** (1) That, on the development proposals now considered, the requisite notices be issued and be made available on the Council's website and that the time limits specified in Sections 91 and 92 of the Town and Country Planning Act 1990 apply.

In accordance with the right to speak procedure the following people attended the meeting and spoke about the applications below:-

- Change of use from residential building annexe (use Class C3) to children's care home (Use Class C2) with widening to vehicular access including demolition and rebuild of section of front boundary wall and alterations to entrance gates at 17 Crowgate, South Anston for Mr. Hallam (RB2025/0493)

  Mr. L. Hallam (Applicant)
  Ms. V. Thurtle (Supporter)

  A statement in support from a local resident of Crowgate was read out.

  A statement from Mrs. C. Rimmington (Objector) was read out.

- Alterations to existing heating pipework and ancillary pipework bridges at Wickersley School And Sports College Bawtry Road Wickersley for Equans (RB2025/0923)

  Mr. I. Whitworth (on behalf of the Applicant)

- Change of use from C3 dwellinghouse to Sui Generis holiday let including first floor balcony at 503 Herringthorpe Valley Road Broom for C Welling (RB2025/0930)

  Mr. C. Welling (Applicant)
  Mr. G. Grewal (Objector)

  A statement from Mrs. M. Rhodes (Objector) was read out.

- Increase in roof height including dormer windows to front and rear and extensions to front, side and rear at 2 Almond Glade Wickersley for AA2 Properties Ltd. (RB2025/1054)

  A statement from Mr. D. Walsh (Objector) on behalf of local residents was read out.

(2) That application BR2023/0283 be deferred to the next meeting.

(3) That applications RB2025/0493, RB2025/0923 and RB2025/1054 be granted for the reasons adopted by Members at the meeting and subject to the relevant conditions listed in the submitted report.

(4) That application RB2025/0930 be granted for the change of use to C3 dwellinghouse to Sui Generis holiday let only for the reasons adopted by Members at the meeting and subject to the relevant conditions listed in the submitted report. The first-floor balcony element was removed and would be subject to further discussion and a separate application.

## 38. UPDATES

There were no updates to report.

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**STANDARDS AND ETHICS COMMITTEE**
**11th September, 2025**

Present:- Councillor Clarke (in the Chair); Councillors Beck, Harper, Keenan, Lelliott and also Mrs. A. Bingham (Independent Member).

Also in attendance was Mr. P. Beavers (Independent Person).

Apologies for absence were received from Councillors T. Collingham, Hall, Monk, Mrs. K. Penney (Independent Member) and Mr. D. Roper-Newman (Independent Person).

## 11. DECLARATIONS OF INTEREST

There were no declarations of interest.

## 12. EXCLUSION OF PRESS AND PUBLIC

**Resolved:-** That, under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for (Minute Nos. 17 and 18 (Whistleblowing and Complaints) on the grounds that the appendices to those reports involve the likely disclosure of exempt information as defined in Paragraph 1 of Part 1 of Schedule 12A to the Local Government Act 1972.

## 13. MINUTES OF THE PREVIOUS MEETING HELD ON 12TH JUNE, 2025

**Resolved:-** That the minutes of the previous meeting held on 12th June, 2025 were approved as a true and correct record of the proceedings.

## 14. APPOINTMENT OF PARISH COUNCIL MEMBERS TO THE STANDARDS AND ETHICS COMMITTEE

Consideration was given to the report presented by the Deputy Monitoring Officer which recommended the appointment of Parish Council Members to the Standards and Ethics Committee following a ballot by the YLCA (Yorkshire Local Council Association).

These positions contributed to the Standard and Ethics Committee which comprised eight Borough Councillors, three Parish Councillors and five Independent Members.

As a result of the three Parish Council Members, Alan Buckley, Richard Swann and Monica Carroll, respectively standing down, resigning and the expiry of their term of office, a ballot for new Parish Council members was undertaken in order to determine candidates to fill these roles. As such a ballot for new Parish Council Members had been undertaken by the YLCA (Yorkshire Local Council Association) and the successful nominees were

Councillor Lisa Gibbins, Councillor Tony Griffin and Councillor Mark Senior.

Resolved:- (1) That Council confirm the appointment of Councillor Lisa Gibbins, Councillor Tony Griffin and Councillor Mark Senior as co-opted Parish Council Members of the Standards and Ethics Committee until the Annual General Meeting of the Council in 2029.

(2) That formal thanks be recorded to the outgoing Parish Council Members, Alan Buckley, Monica Carroll and Richard Swann for their service and contribution to the Standards and Ethics Committee.

## 15. REVIEW OF MEMBERS' REGISTER OF INTERESTS

The Deputy Monitoring Officer outlined the need for Members to regularly review and update their Register of Interests.

A recent review of Members' Registers of Interests confirmed the vast majority had been completed over the past year (if updates were required), and appeared to be compliant, with no concerns to report.

It was noted that some Town and Parish Councils did not have a full set of Register of Interests published on their websites and that a reminder had been issued to Parish and Town Council Clerks reiterating the importance for councillors to complete and have their Register of Interests published on the relevant website.

Members would be reminded regularly via the Members' Bulletin on the need to periodically check their own personal register and update it accordingly.

A more formal audit of Parish and Town Council Register of Interests would be undertaken, with findings to be reported back to the Committee in the New Year.

Resolved:- (1) That a reminder be included in the Members' Bulletin by the Monitoring Officer to act as a prompt for Members to regularly review their Register of Interests and update accordingly.

(2) That the findings from the detailed audit on Parish and Town Council Register of Interests be reported back to the Standards and Ethics Committee in the New Year.

## 16. LGA'S DEBATE NOT HATE CAMPAIGN

Consideration was given to the report presented by the Deputy Monitoring Officer which set out the objectives of and the resources available to the Council and Members through the Local Government Association's (LGA) Debate Not Hate Campaign.

The LGA recently published its latest Debate Not Hate survey, which revealed that 70% of Councillors had experienced abuse or intimidation, and over 50% had been targeted by misinformation campaigns. The findings also showed a rise in online abuse. The impact of such abuse included mental health strain, reduced civic engagement, and withdrawal from public life.

The Debate Not Hate Campaign, has been built around a set of strategic objectives designed to protect local democracy, support Councillors and foster a culture of respectful political discourse. The Campaign's objectives included:-

- Raising Public Awareness of the Role of Councillors.
- Encouraging Healthy and Respectful Debate.
- Improving Support for Councillors Facing Abuse.
- Lobbying for Legislative and Policy Change.
- Empowering Councils and Councillors to take action.
- Building a Culture of Safety and Inclusion in Local Politics.

As part of the LGA's 'Debate Not Hate' campaign, Councillors and Councils would be invited to sign the associated Public Statement. The Committee was also asked to consider whether it would be appropriate for the Council to formally support the statement, as outlined in the report, by means of a Motion at Full Council.

The Committee confirmed that they were supportive of the approach to invite Councillors to sign the Public Statement, with communication to be issued via the Members' Bulletin. They also expressed support for recommending the adoption of a Motion in the same terms to Council.

The Committee's attention was drawn to the campaign's Self-Assessment Toolkit, which was designed to help councils evaluate existing practices and identify areas for improvement. Views were sought on a proposal to establish a Working Group to systematically work through the self-assessment, explore opportunities to enhance council procedures, and recommend any necessary changes.

The Committee's views were also sought on where additional guidance or support might be needed, which the Working Group could prioritise in the initial phase of its work.

The Committee expressed concern about the upward trajectory of online abuse and the difficulties in identifying its source or perpetrators. Additional concerns were raised about the growing use of AI and its potential to negatively impact democratic processes.

Whilst it was acknowledged that the Committee did not hold significant sanctioning powers, it was recognised that it could nonetheless play a valuable role in identifying and recommending appropriate measures to support improvement in areas requiring attention.

Discussion ensued regarding the arrangements for the Working Group, including membership, and the anticipated frequency of meetings. It was suggested that an email be issued via the Clerk to Committee Members inviting expressions of interest.

Furthermore the Committee wished to write to the three local MPs on this matter and suggested this be progressed through the Working Group.

Resolved:- (1) That the report be received and the contents noted.

(2) That the Committee noted the proposal for a motion to Full Council, in the terms of the LGA Public Statement as set out at Paragraph 2.3 of the report.

(3) That individual Councillors be encouraged to sign up to the public statement referred to at Paragraph 2.3 of the report.

(4) That a Working Group be established to undertake the LGA self-assessment and report back to the Committee with its findings and recommendations.

**17. A REVIEW OF CONCERNS RAISED PURSUANT TO THE WHISTLEBLOWING POLICY**

Consideration was given to the report and appendix presented by the Deputy Monitoring Officer, which provided an overview of the Whistleblowing cases which have been received over the past year.

Particular reference was made to the appendix to the report which set out clearly the description of the concerns received, and action taken. Members were advised that there were no identifiable trends or recurring issues to highlight.

**Resolved:-** That the Whistleblowing concerns raised over the previous year and the actions taken to address these matters be noted.

**18. REVIEW OF COMPLAINTS**

Consideration was given to the report presented by the Deputy Monitoring Officer, detailing the progress with the handling of complaints relating to breaches of the Council's Code of Conduct for Members and Town and Parish Councillors. The report listed the current cases of complaint and the action being taken in respect of each one.

Reference was made to each related case and recommended outcomes/actions identified were highlighted.

**Resolved:-** That the report be received and the contents noted.

## 19. URGENT BUSINESS

The Chair advised that there were no urgent items of business requiring the Committee's consideration.

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