

**CABINET MEMBER FOR ECONOMIC AND DEVELOPMENT SERVICES
MONDAY, 17TH MAY, 2004**

Present:- Councillor G. Smith (in the Chair); Councillors Pickering and Walker.

Apologies for absence:- Apologies were received from Councillor(s). The Mayor (Councillor R. S. Russell).

366. NOTES OF A MEETING RE: PROMOTING ROTHERHAM HELD ON 23RD FEBRUARY, 2004

Consideration was given to the minutes of the above meeting.

Resolved:- That the minutes be received.

367. MINUTES OF A MEETING OF THE UNITARY DEVELOPMENT PLAN REVIEW MEMBERS' STEERING GROUP HELD ON 23RD APRIL, 2004

Consideration was given to the minutes of the above meeting.

Resolved:- That the minutes be received.

368. MINUTES OF A MEETING OF THE TOURISM PANEL HELD ON 26TH APRIL, 2004

Consideration was given to the minutes of the Tourism Panel held on 26th April, 2004.

A copy of the minutes are attached to these minutes as an appendix.

369. PRICING STRUCTURE FOR ROTHERHAM MARKETS - TUESDAY STREET MARKET

Consideration was given to a report, presented by the Markets Operations Manager, relating to a proposal to implement a new pricing structure for Rotherham Street Market.

An explanation was given of the current pricing policy, and reference was made to the national down turn in markets popularity which was having an adverse effect on traders and on occupancy levels of the street market.

The issue had been discussed with the Markets Consultative Committee where it was agreed that the current rules for trading on Effingham Street were unrealistic and it was agreed that a new pricing structure was needed.

Details of the proposed charges were set out in the Appendix to the report.

It was pointed out that the annual outside rent reviews were due on 24th May, 2004.

It was also pointed out that the new prices should help to generate interest from new traders and improve the sustainability of the market.

Resolved:- That the following rent structure be introduced:-

(1) £17.75 for traders who stand on other RMBC markets

(2) £17.75 for casual traders up to a maximum of three weeks (following which the trader must join either of the categories at (1) above or (3) below).

(3) £30.00 for traders who do not stand on other RMBC markets.

370. REVIEW OF ALL OUTDOOR MARKET STALL RENTS FROM 1ST APRIL, 2004

Consideration was given to a report presented by the Markets Operations Manager relating to a review of the rent levels of all outdoor market stalls and associated payments (e.g. storage) with effect from 1st April, 2004.

It was reported that the issue had been discussed with the Markets Consultative Committee.

The review covered all stalls on the outdoor markets held at the Centenary Markets Complex, Town Centre Street Market and the district markets at Wath and Rawmarsh.

It was pointed out that the proposed increases were required in order to maintain the quality of service delivery, overall efficiency and operating sustainability of the markets.

Resolved:- (1) That an increase of 2% in stall rent for Mondays General Market be effective as from 1st April, 2004.

(2) That an increase of 4% for all other Outdoor Market rents and charges be effective as from 1st April, 2004.

371. DOG KENNELS LANE (B6059), KIVETON PARK - DEVELOPMENT CONTROL LINE

Consideration was given to a report presented by the Transportation Unit Manager relating to a proposal to replace a Development Control Line at the B6059 Dog Kennels Lane.

Reference was made to an outline planning application which had been received that would be compromised by a DCL inherited from the former

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highway authority (South Yorkshire County Council). It was suggested that a revised DCL be imposed allowing the applicant greater flexibility without compromising unduly the Council's duties and responsibilities.

Members were referred to the plan accompanying the report (Drawing No. 5082 – 16).

Members were advised that in view of the Council's transportation policies, which reflect the regional and national emphasis on better management of existing road space and travel demand rather than the provision of additional capacity, it was considered most unlikely that future road improvement proposals, which would require all of the land protected by the DCL in this location, would be justified.

The revised DCL was an attempt to balance often conflicting aims of road improvement schemes in the economic, social and environmental context.

Resolved:- (1) That the Development Control Line affecting Dog Kennels Lane, Kiveton Park, be revised as indicated on the attached plan (Reference No. 5082/16).

(2) That the Planning and Transportation Service review the desirability, or otherwise, of retaining other lines inherited from the former South Yorkshire County Council and report to a future meeting thereon as necessary.

372. STREETPRIDE PERFORMANCE RESPONSE TIMES

Consideration was given to a report, presented by the Head of Streetpride Service, relating to the response times across a range of twenty six key Streetpride Services during the period January to March 2004.

It was noted that the data illustrated a continuing improvement compared to the previous quarter against a background of continuously rising demand for most of the services.

Reference was made to the following issues:-

- Streetlight out
- Quality of grass cutting/recent weather conditions
- Frequency of emptying litter bins in the town centre on Saturdays
- Fine notices for littering

Members were advised that action was continuing to be taken in areas where targets were not met and that a short action plan had been agreed with Enterprise regarding the grass cutting.

Resolved:- (1) That the report be noted and Streetpride continue to monitor performance response times and report to the Cabinet Members

and Advisors on a quarterly basis.

(2) That the Head of Streetpride Service follow up the issue of frequency of emptying litter bins in the town centre on Saturdays and investigate fine notices for littering.

373. ROTHERHAM ROAD, LAUGHTON EN LE MORTHEN - PROPOSED FOOTWAY

Consideration was given to a report presented by the Assistant Engineer relating to a proposal to build a short length of footway to improve access for pedestrians to the new burial ground on Rotherham Road at Laughton en le Morthen.

It was reported that the footway was needed as it was expected that mourners from the adjacent church would walk to the burial ground, and the Parish Council had requested the construction of short length of footway and also had indicated a willingness to contribute to the cost.

Members were referred to the proposals that were illustrated on Drawing No. 126/15/LBG/01 accompanying the report, which involved changing approximately 50m of verge into footway.

The proposal was in line with the Council's policy of improving pedestrian safety and the Council's element of the cost could be met from the Local Transport Integrated Transport Capital Programme for 2004/2005..

Resolved:- (1) That the necessary consultations be undertaken regarding the proposals.

(2) That authority be given for the detailed design to be carried out and, subject to no objections being received, the scheme be implemented.

(3) That the scheme be funded from the Local Transport Plan Transport Programme for 2004/2005 with a contribution from Laughton en le Morthen Parish Council.

(4) That the Parish Council be informed of the decisions.

374. DALE HILL ROAD/ADDISON ROAD, MALTBY - OBJECTIONS TO ROAD HUMP NOTICE

Further to Minute No. 143 of the meeting of the Cabinet Member and Advisors for Economic and Development Services held on 29th September, 2003, consideration was given to a report, presented by the Engineer, Road Safety, relating to the receipt of objections to the proposal to introduce traffic calming measures on Addison Road and Dale Hill Road, Maltby and Braithwell Road and Rotherham Road.

It was reported that there had been extensive consultation with residents

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on the Community Plan and Concept Plan. Members were referred to the proposals that had been influenced by those consultations and these were illustrated on Drawing No. 122/U315 appended to the report.

A response to each of the objections was given.

Members were advised that the proposed works would provide a safer road environment by reducing vehicle speeds and assist pedestrians to cross the road. The scheme would be funded from the Local Transport Plan Integrated Transport Capital Programme for 2004/2005.

Resolved:- (1) That the objections be not acceded to and the objectors be informed of the reasons.

(2) That support for the scheme be reiterated and the scheme be implemented.

375. BVP109 - SPEED OF PLANNING DECISIONS: ANNUAL REPORT

Consideration was given to a report, presented by the Head of Planning and Transportation Service, relating to the Services' performance against national and local targets compared with figures for 2002/2003.

It was noted that in all three categories performance had improved over last year, despite a 12% increase in the number of applications received.

Members were referred to figures for the last quarter and March 2004 which were significantly higher than local targets and exceeded national targets. It was also pointed out that the number of applications received in the first quarter of 2004 was 24% higher than the same quarter in 2003.

Statistics relating to BVPI 109: Speed of Planning Decision were set out in a table within the report, together with data on the number of applications received.

Members acknowledged the hard work of the section in the light of the increasing workload.

Resolved:- (1) That the performance be noted.

(2) That the report be presented to the Planning Board for information.

(3) That a further report be submitted to the Cabinet Members and Advisors for Economic and Development Services in six months time.

376. 2003/2004 ACTIVITY REPORT FOR BUSINESS DEVELOPMENT TEAM

Consideration was given to a report, presented by the Business Development Manager RiDO, informing Members of the results, achievements and key activities from the Business Development Team for

2003/2004.

Members were advised of the following key achievements:-

- over 1,400 jobs created
- an occupancy rate of 95% for the two business centres
- formation of a new Business Development Team under the new RiDO
- implementation of SRB6 and Objective 1 M30 programmes
- the additional of the JOBMatch service
- work on the ODPM National "Working With Business Project"
- increase in the conversion rate for business conference enquiries

Reference was also made to work on the Moorgate Crofts Centre which was due to open in Spring 2005, and to the value of tourism in relation to businesses.

It was pointed out that the statistics contained in Table 1 set out the outputs needed for the Council to access external funding.

Resolved:- That the report be noted.

377. VOLUNTARY SURRENDER OF UNWANTED VEHICLES

Consideration was given to a report, presented by the Head of Streetpride Service, relating to measures to be taken to promote the fact that the Council accepts motor vehicles surrendered for disposal at no cost to the owner.

It was reported that additional resources had been made available to deal with abandoned vehicles and a new contract with a contractor was enabling the Council to tackle the problem of abandoned vehicles.

The initiative would enable the Council to protect the environment and street scene from the nuisance cause by abandoned and unwanted vehicles.

Members were advised that the service was already being publicised through the Council's Website, Service Statement leaflets, press releases and general publicity.

Resolved:- That the report be received and the Service publicised further.

(The Chairman authorised consideration of the following items in order to process the issues referred to.)

378. MINUTES OF A MEETING OF THE HEALTH, WELFARE AND SAFETY PANEL HELD ON 22ND APRIL, 2004

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Consideration was given to the minutes of the meeting of the Health, Welfare and Safety Panel held on 22nd April, 2004.

A copy of the minutes is attached as an appendix to these minutes.

**379. MINUTES OF A MEETING OF THE TOWN CENTRE INITIATIVE
STEERING GROUP HELD ON 6TH MAY, 2004**

Consideration was given to the minutes of the above meeting.

The following issues were raised and an update given:-

- Markets Regeneration Study
- Churchills, All Saints Square

Resolved:- That the minutes be received and updates noted.

380. OPENING OF TENDERS

It was reported that the Cabinet Member on 10th May, 2004 opened the tenders received for the following schemes:-

- Supply of Street Lighting Lanterns
- Hired Plant and Machinery
- Offers for the sale of land at Zamor Crescent, Thurcroft

Resolved:- That the action of the Cabinet Member be noted.

381. SUPERTRAM EXTENSIONS

Consideration was given to a report, presented by the Transportation Unit Manager, UPDATING Members on discussions with the Department of Transport and further study work on Supertram Extensions.

Members were informed that the South Yorkshire Passenger Transport Executive and their consultants had discussed extensions to the supertram network with the DfT and arranged further study work.

A copy of the full Consultants' report was available at the meeting, a summary of which appended to the report to Members.

The main issues arising from the study included:-

- the strongest performing tram extension (taking into account the cost/benefit ratio) appeared to be that between Royal Hallamshire Hospital/Sheffield University and Rotherham Parkgate via Rotherham Town Centre, with potential to fund the Government's required 25% local contribution
- further work required re: how Waverley can be best connected into Sheffield and Rotherham, and in particular how that would

- best serve Rotherham's regeneration aspirations.
- Costs and value

It was pointed out that it was important for the four South Yorkshire local authorities to indicate the direction in which they wished to go for inclusion into the Local Transport Plan Annual Progress Report, which had to be submitted to Government Office by the end of July 2004.

Members expressed concern at their lack of involvement in meetings to discuss these issues.

Resolved:- (1) That the outcomes of the further study work and discussions with the DfT as summarised in the report be noted.

(2) That the report be referred to the Cabinet and to the Regeneration Scrutiny Panel for information.

(3) That Members' concerns about representation at South Yorkshire level be conveyed to the SYPTE.

382. A57 - M1 TO TODWICK CROSSROADS IMPROVEMENT SCHEME

Further to Minute No. 342 of the meeting of the Cabinet Member and Adviser for Economic and Development Services held on 17th February, 2004, consideration was given to a report, presented by the Section Engineer, relating to the above scheme.

It was reported that as a result of the planning process residents had suggested an alternative junction layout at the A57/Goosecarr Lane junction and a 50-mph speed limit along the length of the new road.

Members were advised that these suggestions had been investigated and a detailed assessment showed that there would be a reduction in the scheme benefits by approximately 40%, and to progress the alternatives would delay the programme and may result in a loss of Government funding for the scheme.

For the above reasons the following decisions were made:-

Resolved:- (1) That the amendments to the scheme suggested by the residents of Todwick as part of the planning application consultation process be not acceded to.

(2) That the previously approved scheme be progressed.

(3) That Todwick Parish Council be informed of the decisions.

383. PREPARATION OF REGIONAL SPATIAL STRATEGY - INPUT OF A SOUTH YORKSHIRE SPATIAL VISION

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Consideration was given to a report, presented by the Forward Planning Manager, relating to the need for a South Yorkshire sub-regional perspective to be fed into the preparation of the draft Regional Spatial Strategy.

The report detailed the work carried out to date and Members' views were requested.

It was pointed out that the spatial vision for South Yorkshire would influence the emerging Regional Spatial Strategy, the Local Development Frameworks and Local Transport Plan. The draft report, prepared by the South Yorkshire Partnership, contained five core themes:-

- economic development
- transport
- settlement
- urban areas
- rural areas

It was pointed out that it would also be necessary to weave housing and environmental issues into the strategy.

Reference was made to:-

- growth in South Yorkshire
- Finningley airport
- the need for internal and external connectivity particularly rail
- emphasis on centres

Consideration was given to proposed amendments to the paper to reflect Rotherham's needs, including:-

- reference to Rotherham's economic achievements
- reference to Rotherham's centre and its relationship to Retail World
- positive references to the potential for regeneration in Rotherham town centre
- Rotherham's scope to promote a growth strategy for population and employment
- addressing the conflict between reducing the need to travel whilst using mobility to ensure the sustainable future role for outlying settlements
- shorten the Transport Vision

Reference was also made to the timetable established by Government which was very demanding and required a strategy to be submitted by December 2004.

Resolved:- (1) That the information contained in the report be noted.

(2) That the Leader be briefed on the issues referred to above prior to the meeting of the South Yorkshire Spatial Study Members' Working Group on 19th May, 2004.

384. EIRA GENERAL ASSEMBLY AND BOARD MEETING IN VASTERAS, SWEDEN

Consideration was given to a report, presented by the Business Development Manager, seeking authorisation for the attendance of the Leader, as president of EIRA, and one other Member to attend the general assembly and board meeting for EIRA on 15th to 17th June, 2004.

It was pointed out that EIRA was an organisation of international states with industrial economies and operated to share best practise and lobby the EU for the benefits of their communities. It was emphasised that it was important that Rotherham continued to raise its profile on the international stage and EIRA provided a suitable forum.

Resolved:- That approval be given for the attendance of the Leader, the Cabinet Member for Economic and Development Services, and an appropriate officer, to attend the EIRA Board Meeting and General Assembly in Vasteras, Sweden on 15th to 17th June, 2004.

385. 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 those Paragraphs, indicated below, of Part I of Schedule 12A to the Local Government Act 1972:-

386. SOUTH YORKSHIRE HOUSING MARKET RENEWAL PATHFINDER - TOWN CENTRE FEASIBILITY STUDIES

Further to Minute No. 258 of the meeting of the Cabinet Member and Advisors for Housing and Environmental Services held on 10th May, 2004, consideration was given to a report, presented by the Development Co-ordinator, explaining the procurement process for the appointment of consultants to undertake a range of preliminary works to inform the implementation of the Housing Market Renewal Pathfinder Initiative in Rotherham Town Centre.

It was pointed out that Housing Services were taking overall responsibility for the co-ordination and delivery of the Pathfinder with RiDO taking the lead on the Town Centre activity.

The work would include studies to support the implementation of a housing demonstrator project, a Living Over the Shops initiative and acquisition strategy in the Westgate area and an examination of potential

delivery vehicles.

Resolved:- That the attached CP1 and procurement processes in respect of the Town Centre Housing Market Renewal Pathfinder be noted.

(Exempt under Paragraph 9 of the Act – report contained contractual information)

387. REQUEST FOR CERB FUNDING - HOUSING MARKET RENEWAL PATHFINDER

Consideration was given to a report, presented by the Development Team Manager, relating to the need for CERB funding to contribute towards the cost of implementing the Town Centre Housing Market Renewal Pathfinder programme.

Funding was needed to cover the cost of feasibility works and the preparation and submission of Stage 2 bids until Pathfinder funding was approved for all elements of the project. It would be used to develop strategies and implement practical solutions to restructure and renew housing markets.

Reference was made to the current position of the CERB budget and slippage.

Resolved:- That approval be given for £250,000 capital from the 2004/2005 CERB budget to contribute towards the costs of carrying out advance design and feasibility studies for the preparation of funding bids under the Housing Market Renewal Pathfinder Programme.

(Exempt under Paragraph 8 of the Act – report contained financial information)

388. STRATEGIC PARTNER FOR CIVIL ENGINEERING CONSTRUCTION

Consideration was given to a report, presented by the Head of Streetpride Service, relating to the evaluation of the tenders received for a Construction Partner, (OJEC Category G).

Members were informed of the tenders invited, the independent interview, evaluation, analysis and scoring process.

Details of the evaluations were set out in a table contained within the report and which illustrated that Ringway ranked first in respect of price, quality and interview performance.

It was pointed out that the Council's in-house Schemes Delivery Team had traditionally won in the region of £1.7m of schemes in this category on an ad hoc basis in the past and that the new arrangements allowed for the team to be given a similar amount of work under the new contract.

This would ensure the viability of the in-house team making it available to deal with emergencies and winter maintenance.

Resolved:- That the Council enter into a contract with Ringway Highway Services for five years, for the delivery of Streetpride Construction Services.

(Exempt under Paragraph 9 of the Act – report contained contractual information)

389. SECOND STAGE TENDER REPORT - MOORGATE CROFTS BUSINESS CENTRE

This item was withdrawn at the request of the report author.

390. SRB4 - NEW YORK RIVERSIDE - MIDLAND ROAD, PRINCES STREET, ROTHERHAM

Consideration was given to a report, presented by the Project Officer, relating to an application for SRB grant aid received from the owner of Midland Court for the erection of a 1.5m vertical rail fencing and entrance gates to the main frontage of the property.

It was reported that the works were eligible for grant aid and that in accordance with the criteria three quotations for the work had been obtained. The financial viability of the company and its ability to match fund grant aid had been confirmed with Financial Services. The works would improve the appearance and security of this prominent building.

Resolved: (1) That SRB grant aid be offered to the applicant as indicated on the attached proposed offer of grant aid.

(2) That SRB grant be awarded following the satisfactory completion of works and the submission of a receipted invoice by the applicant.

(Exempt under Paragraph 5 of the Act – report referred to the recipient of grant aid)

391. SRB4 - NEW YORK RIVERSIDE - WALKER MAUSOLEUM, CHAPEL WALK, ROTHERHAM

Consideration was given to a report, presented by the Project Officer, relating to an application for grant aid for proposed improvements to the Walker Mausoleum. It was reported that this Grade 2 Listed Building and surrounding burial ground were dedicated as Public Open Space in 1968 under the 1906 Open Spaces Act and thus the Council was responsible for its upkeep.

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The works included restoration to the mausoleum and surrounding boundary wall and railings.

It was noted that the Coroner's Office had been consulted regarding the proposed works.

The specification for the proposed works had been discussed and agreed with the Education, Culture and Leisure Programme Area, and the Conservation Officer had been consulted.

It was pointed out that Education, Culture and Leisure would continue to maintain the site under the terms of the 1968 legal agreement.

It was proposed that a local contractor carry out the works.

Resolved:- (1) That SRB funding be made available as indicated in the report now submitted.

(2) That the current financial profile of Project 3.5 be noted.

(Exempt under Paragraph 5 of the Act – report related to an application for grant aid)

392. SRB4 - NEW YORK RIVERSIDE - AFP VAN HIRE LTD, CLOUGH ROAD, ROTHERHAM

Further to Minute No. 141 of the meeting of the Cabinet Member and Advisors for Economic and Development Services held on 12th August, 2002, consideration was given to a report, presented by the Project Officer, relating to an application for SRB grant aid from AFP Van Hire Ltd towards the cost of constructing a brick and rail boundary wall.

It was reported that owing to technical difficulties in construction it was necessary to amend the works and thus to reduce the offer of grant aid.

Members were given an up to date position statement of the Single Regeneration Budget expenditure.

Resolved:- (1) That a revised offer of SRB grant aid be offered to the applicant, as indicated in the report now submitted.

(2) That SRB grant be awarded following the satisfactory completion of works and the submission of a receipted invoice by the applicant.

(3) That the current financial profile of Project 3.5 be noted.

(Exempt under Paragraph 5 of the Act – report related to an application for grant aid)

**TOURISM PANEL
MONDAY, 26TH APRIL, 2004**

Present:- Councillor G. Smith (in the Chair); Councillors Boyes, Littleboy and Walker:-
together with:-

Guy Kilminster, Manager, Libraries, Museums & Arts
Marie Hayes, Commercial and Promotional Manager
Sarah Myers, Tourism Manager
Richard Poundford, Head of RiDO

1. APOLOGIES FOR ABSENCE.

Apologies for absence were received from:-

Councillor J. Austen	Advisor, Education, Culture & Leisure Services
Mr. C. Scott	Rotherham Chamber of Trade
Julie Roberts	Town Centre and Markets Manager

2. MINUTES OF THE PREVIOUS MEETING HELD ON 26TH JANUARY, 2004. (COPY ATTACHED)

The Panel received and noted the minutes of the previous meeting held on 26th January, 2004.

3. MATTERS ARISING.

There were no matters arising from the previous minutes.

4. TOURISM ACTION PLAN.

The Tourism Manager gave an update on the development of the Tourism Action Plan 2004-2005.

It was reported that this was now in draft form and Members were asked for their comments.

The plan aimed to identify areas that the Tourism Service should be developing.

The draft would be sent out to various consultees.

Resolved:- That a draft copy of the Tourism Action Plan 2004-2005 be sent to members of the Tourism Panel for their comments.

5. TOURISM UPDATE.

The Tourism Manager gave an update on the following tourism issues:-

(i) Mr. Tony Munford, Archivist

The Tourism Manager referred to the recent death of Mr. Tony Munford, and asked that condolences of this Panel be conveyed to his family.

Resolved:- That the Panel's condolences be conveyed to Mr. Munford's family.

(ii) South Yorkshire Tourism Co-ordinator

It was reported that the above post was due to commence within the next three weeks. The aim of the post was to co-ordinate the tourism offices within South Yorkshire.

Resolved:- That the information be noted.

(iii) Rotherham Visitor Information Centre – Staffing and Opening Times

The Tourism Manager reported that on the basis of the footfall recorded it had become apparent that the opening hours of the Centre were not sustainable. Also it was not possible with the existing complement of staff to undertake all the required tasks e.g. familiarisation visits, stock taking etc. The facility had to operate as a commercial entity and it was therefore necessary to manage it within the budget available.

It was, therefore, proposed that the opening times should be reduced at the quietest times as follows:-

Monday to Friday	-	9.30 a.m. to 5.00 p.m.
Saturday	-	9.40 a.m. to 3.00 p.m (or 4.00 p.m.)

It was pointed out that the operation of the Centre was due for review after a year of opening.

It was also reported that there was a need to address staff morale, staff training, expectations and work to obtain the Charter Mark.

Members referred to the following:-

- the need for changes to staff contracts
- the welcome customers received
- the customer focus of staff
- the need for financial information

Resolved:- (a) That the Tourism Panel supports the proposals outlined.

(b) That a comprehensive report be submitted to the Cabinet Member for

Economic and Development Services relating to this issue.

(iii) Programme Area/Service Area Representation on the Tourism Panel

Reference was made to the representation on the Tourism Panel. It was suggested that there was a need to widen this to include representation from other teams across the Council e.g. from Transportation and Planning etc.

(iv) European Tourism Funding Conference

It was reported that there was some funding that the Council may be able to draw down if the Tourism Service worked with Town Twinning.

It was pointed out that the Rotherham Visitor Information Centre was still the only full-time operational centre in South Yorkshire, and this would be a good opportunity to push Rotherham to the front of the tourism agenda.

6. ANY OTHER BUSINESS.

The following items were raised:-

(i) Clifton Park Museum – Gulbenkian Prize

It was reported that the Museum did not reach the final but was chosen in the top thirteen.

(ii) Feasibility of Theatrical Productions at Roche Abbey

The question was asked whether there were any further theatrical productions scheduled at Roche Abbey.

In response it was reported that the Abbey was in the care of English Heritage and not the Council. However, it was not an ideal venue in terms of access etc.

(iii) Minutes of a meeting re: Promoting Rotherham held on 23rd February, 2004.

Consideration was given to the minutes of the above meeting referred to the Panel by the Cabinet Member, Education, Culture and Leisure Services.

Those present discussed where best this group could report into the Council.

Resolved:- That the Promoting Rotherham group submit minutes to the Tourism Panel and to the Regeneration Board in view of the cross cutting nature of the issues discussed.

(iv) Hospitality/Tourism training for Taxi Drivers

Those present discussed the value of the above.

Resolved:- That a report be submitted to a future meeting of the Tourism Panel detailing the present training offered, uptake, how the training could be improved and how the training could be extended to more taxi drivers, and possibly bus operators.

(v) Regeneration Issues

It was pointed out that, with the range of products that Rotherham could offer, e.g. the new Museum, the proposed development at Rother Valley Country park, proximity to Sheffield City Centre, Derbyshire and the development of Finningley Airport, this was a very good time to market tourism in Rotherham.

(vi) Landmarks Booklet

Copies of the above booklet were made available to members of the Panel. It was pointed out that these would be launched in June 2004. It was reported that funding had been obtained to produce interpretive panels at local cultural landmarks e.g. Catcliffe Glass Cone, together with this guide.

7. TO AGREE THE DATE, TIME AND VENUE FOR THE NEXT MEETING.

Resolved:- (a) That the next meeting of the Tourism Panel be held on MONDAY, 7th JUNE, 2004 at 2.00 p.m. at the Town Hall, Moorgate Street, Rotherham.

(b) That Councillor Smith's apologies for that meeting be recorded and that Councillor Boyes be asked to Chair the meeting.

**HEALTH, WELFARE AND SAFETY PANEL
THURSDAY, 22ND APRIL, 2004**

Present:- The Mayor (Councillor R. S. Russell) (in the Chair); Councillors Burke, Jack, Jackson, Senior, G. Smith and Whelbourn. and Mr. J. W. Clay (ATL), Mr. G. Curd (UCATT), Mrs. L. Heywood (UNISON), Mr. M. Martin (UCATT), Mr. K. Moore (AMICUS) and Mr. C. Oldfield (TGWU)

Apologies for absence:- Apologies were received from (none).

24. MINUTES OF THE MEETING HELD ON FRIDAY, 16TH JANUARY, 2004

Agreed: That the minutes of the previous meeting of the Health, Welfare and Safety Committee held on 16th January, 2004 be approved as a correct record for signature by the Chairman.

Matters arising:-

(i) Habershon House:

Concerns were expressed regarding work not yet carried out at Haberson House regarding window catches and manhole covers.

The Principal Health and Safety Officer reported that the Health and Safety Executive had officially written to the Chief Executive regarding windows throughout the Authority including Habershon House and that the matters were being pursued by Asset Management.

(ii) Mr. John Stapleton, Principal Health and Safety Officer

It was noted that John Stapleton was now part of the Asset Management Service within Economic and Development Service and that he had direct input into the Asset Team on health and safety matters.

25. STATISTICS OF ACCIDENTS, INJURIES AND INCIDENTS OF VIOLENCE TO EMPLOYEES

The Principal Health and Safety Officer submitted a chart summarising reported accidents to all employees by quarters from the 2nd quarter in 2001 to the 1st quarter in 2004. Reference was made to the linear trendline which appeared to show a dramatic increase in accidents at certain times and an explanation of this was sought. Increases in accidents were sometimes attributable to seasonable trends.

Agreed: That the information be noted and that the reasons for any unusual increases in accidents in a given period be submitted this Panel.

26. HEALTH AND SAFETY BULLETIN

The Principal Health and Safety Officer submitted a copy of the most recent Health and Safety Bulletin. Fourteen recent health and safety articles and cases were highlighted.

Particular reference was made to :-

(a) Teacher jailed for manslaughter of pupil.

The Principal Health and Safety Officer confirmed that all schools and relevant organisations/groups had been made aware of the new LEA146 (Guidelines for Off-Site Visits). The information had been put on CD and all schools would be receiving a copy and it would also be available on the Intranet. Arrangements were in hand for training for School Governors.

It was confirmed that there were issues within the risk assessment that must be dealt with to account for variances on visits.

(b) Occupational Stress

A comment was made that there were a number of stress cases within the workplace that were not coming forward.

It was reported that a report on the Health and Safety Executive's recommendations on stress at work would be submitted to this Panel in due course.

(c) Elderly woman asphyxiated by bed rails.

It was noted that a letter had been sent to all Nursing Homes to ensure that appropriate cot sides are fitted.

(d) Poor Workstation Design.

Concerns were expressed regarding the number of Year 7 pupils and clerical workers at some schools who were working in areas not suitably designed and it was suggested that such areas be inspected by this Panel on their Visits of Inspection.

Agreed: That the information be noted.

27. REPORTS ON VISITS OF INSPECTION HELD ON FRIDAY, 12TH MARCH, 2004

Consideration was given to matters arising from the visits of inspection made by the Panel on 12th March, 2003.

It was noted that the Executive Director, Economic and Development

Services would investigate the relevant matters and the Heads of Service concerned be notified accordingly.

Particular reference was made to:

(a) Brampton Ellis C of E Junior School

Concerns regarding water escape from the fallpipe design and refurbishment of large windows.

(b) Brampton Leisure Centre

Concerns regarding the communal changing facilities. It was noted that visits were being made to all Leisure Centres in the coming months.

(c) Civic Hall, Swinton

Concerns raised that the Panel were unable to gain entry as the building was locked up.

It was noted that a visit to Swinton Civic Hall would automatically be put on the next visits.

(d) Churchfields, Wickersley

Agreed: That the Principal Health and Safety Officer write to the Executive Director, Social Services, asking about progress regarding:-

- (1) the levelling and rebedding of flagstones around the premises;
- (2) the repair of concrete around manhole covers to allow grass cutting machinery to pass over them easily and without moving the covers, and
- (3) the door security and signing in and out procedure at Reception.

(e) Bramley Grange School

Concerns regarding no response from the school regarding action necessary following the visit by the Health, Welfare and Safety Panel.

Feedback required on the requirements on safety footwear in kitchens. It had been observed that visitors to the kitchen were not wearing protective clothing.

Agreed: That the Executive Director, Education, Culture and Leisure Services be asked to submit a response to the Health, Welfare and Safety Panel on proposed actions following the visit of inspection, in accordance with agreed procedures.

28. SECURITY ON SCHOOL SITE

The Panel noted the contents of a Joint report between Dinnington

Comprehensive School and Leisure Services regarding the security of the staff and general public on the Dinnington campus between the hours of 6 pm and 10 pm.

The Panel also noted the action that had been taken by the school following a recent incident on the campus and expressed concern that it took the Police one hour to respond.

Because of the wider issues and security cost implications contained in the report, the Panel felt it was appropriate to forward the report with a covering letter to appropriate Members and officers with a covering letter explaining the reasons.

Agreed: (i) That the action being taken by the school be noted.

(ii) That the Principal Health and Safety Officer write to the appropriate Members and Officers attaching the report and ensure that risk assessment is being carried out and that a report thereon be submitted to the next meeting of this Panel.

29. REINSTATEMENT OF BUILDING WORKS SAFETY COMMITTEE

Reference was made to consultations with the Cabinet Member, Housing and Environmental Services regarding the reinstatement of the Building Works Safety Committee.

Agreed: That the Building Works Safety Committee be reinstated.

30. ANY OTHER BUSINESS

(1) VISIT TO SAFETY EXHIBITION, NEC, BIRMINGHAM

Resolved:- That the Cabinet Member, Economic and Development Services, be asked to approve the attendance of Health, Welfare and Safety Panel representatives at the Safety Exhibition to be held on Wednesday, 12th May, 2004 at the NEC, Birmingham.

(2) DATE OF NEXT MEETING/VISITS

The following dates were agreed:-

Visit of Inspection - Friday, 2nd July, 2004
Meeting - Friday, 16th July, 2004