

Public Document Pack

LIFELONG LEARNING OPPORTUNITIES SCRUTINY PANEL

Venue: Town Hall, Moorgate
Street, Rotherham.

Date: Monday, 24 May 2004

Time: 10.30 a.m.

A G E N D A

1. Apologies for absence
2. To determine if the following matters are to be considered under the categories suggested in accordance with the Local Government Act 1972.
3. To determine any item which the Chairman is of the opinion should be considered as a matter of urgency.
4. Declarations of Interest.
5. Questions from members of the press and public

FOR MONITORING

6. PRESENTATION - Rotherham Arts Festival (herewith) (Pages 1 - 9)
7. ECALS Budget Monitoring Report (March, 2004) (herewith) (Pages 10 - 12)
8. Update on Longdendale (herewith) (Pages 13 - 14)
9. Work Undertaken in 2003/04 and Planned for 2004/05 (herewith) (Pages 15 - 22)
10. RBT Office Accommodation (Verbal Update)

FOR INFORMATION

11. Minutes of this Scrutiny Panel held on 26th April, 2004 (herewith). (Pages 23 - 32)
12. Minutes of the Performance and Scrutiny Overview Committee held on 16th and 23rd April, 2004 (herewith) (Pages 33 - 44)

13. Minutes of a Meeting of the Rotherham Children and Young People's Board held on 31st March, 2004 (herewith). (Pages 45 - 53)

14. Minutes of Meetings of the Cabinet Member for ECALS held 13th April, 20th April, 27th April, 4th May and 11th May, 2004 (herewith). (Pages 54 - 66)

**Date of Next Meeting:-
Monday, 28 June 2004**

Membership:-

Chairman – Councillor St. John

Vice-Chairman – Councillor License

Councillors:-Barron, Bowmar, Boyes, Burke, Dodson, Hodgkiss, Kaye, Lee, Lynch, Mannion,
Nightingale, Pickering, Swindell and Thirlwall

Lifelong Learning Opportunities Scrutiny Panel - 24 May 2004

Rotherham Arts Festival – Overview by Sean Rourke, Festival Director

Rotherham Arts is working in partnership with Rotherham MBC and local communities and businesses to establish a major festival for the region. The event will present a dynamic cultural programme that showcases local talent and brings many international performers to Rotherham for the first time. I have been appointed as Director (I've worked with other festivals in Moscow, Mexico City, Zagreb, Constanta, Bath, Bristol, Salisbury, Edinburgh and Beverley) and my role is to enable the festival to increase its profile and prestige.

The Festival (3rd September to 2nd October) will celebrate Rotherham's people, heritage and regeneration. Your support as councillors will be most welcome and valued, and I sincerely hope that we can work together to increase Rotherham's regional influence. You can help by recommending potential sponsors, generally spreading the word, introducing us to other people/groups who might wish to work with us and coming along to receptions and events.

Culture contributes to local tourism, enhances our environment, reduces crime, creates jobs (the Creative Industries sector is one of the fastest growing commercial sectors), and above all, inspires. I am seeking to achieve results by engaging various new initiatives to inspire the community:-

- To develop participatory projects with schools/community groups
- To involve major artists, performers and creators
- To improve connectivity between events and thematic planning (this year we are considering the theme of "Fire and Water", responding to Rotherham's heritage)
- To establish an effective marketing strategy throughout the region
- To work in partnership with other agencies (e.g. Tourist Board, sponsors, Magna)
- To use/create new performing arenas
- To present new work and premieres
- To encourage young people to participate more.

Our plans for this year involve exploiting new venues for the festival, including the covered market (4/5 September), Rother Valley Country Park (25/26 September) and Talbot Lane Methodist Church (18 September – piano recital by Nicolai Demidenko) – events that reward local people with great entertainment and draw visitors to the town. I am planning a major media launch for 1st September which needs local support. It will comprise a special steam train journey around Rotherham and will provide the venue for a civic reception, bringing together representatives of the town, South Yorkshire Tourist Board, sponsors and celebrities – champagne reception, lunch and entertainment. The event will mean that everyone will be talking about Rotherham (TV, radio and press) the day before the festival begins.

Rotherham Arts Festival

3rd September – 2nd October

Sponsorship Value

Rotherham is establishing a major regional Festival

Working in partnership with:

- Rotherham Arts
- Business of Culture
- Rotherham Metropolitan Borough Council
- the local business community;

this festival will present a dynamic cultural programme that showcases local talent and brings many international performers to Rotherham for the first time.

This Festival will celebrate Rotherham's people, heritage and economic development.

Culture contributes to local tourism, enhances our environment, reduces crime, creates jobs and, above all, inspires.

Please take a few minutes to explore the possibilities for becoming a Festival Sponsor and benefiting from high value promotion and marketing.

Thank you for your time.

Sean Rourke

Festival Director
Rotherham Arts Festival

Opportunities

Sponsors can select from various levels of investment that promote company business interests and enhance a socially responsible corporate reputation.

Title Sponsor - £10,000

This is an unbeatable opportunity to have name and logo coverage in national and regional media (including dedicated trade media) and enjoy continuous coverage throughout Yorkshire for a whole month. It is estimated that this will reach out to over **3 million** people throughout Yorkshire and the Midlands:

- ❑ media event listings (local, regional and national)
- ❑ TV and radio broadcasts (Look North, Calendar, BBC Radio 3 & 4, independent radio)
- ❑ RMBC support in cultural and leisure venues
- ❑ preview and review coverage
- ❑ 20,000 festival fliers
- ❑ strategic Festival banners positioned around the borough
- ❑ guest tickets to all events
- ❑ free advertising in A4 size programme (colour back page)
- ❑ potential New Partners Award with Arts & Business Yorkshire
- ❑ media launch with VIP guests + festival receptions
- ❑ corporate entertaining
- ❑ Staff benefits (e.g. tickets, participatory events, training)
- ❑ Chairman's note and picture in overall programme

1st September

Rotherham Arts Festival Flyer - Official Sponsor £7000

Few things capture the imagination so much as seeing a steam locomotive – imagine how impressive it would be to see one arriving at Rotherham. As a vehicle to publicise your corporate message and the Rotherham Arts Festival it is a unique media event that will have the whole of Yorkshire's media talking about the Festival the day before it opens. Scheduled for 1st September, this event will run from 11.30 to 2.30 and will include champagne reception, lunch, entertainment and be a chance to impress our neighbouring borough councils (many of whom will be invited) and business clients. This sponsorship will give unrivalled publicity value and a chance to meet regional business leaders, VIPs and civic figures.

25th/26th September

Festival in the Park at Rother Valley - £6000

Bringing together the atmospheres of Proms in the Park, Woodstock and Cambridge Folk Festival in a beautiful setting overlooking Rotherham. Headline artist Emmylou Harris, with Steve Earle and guests. Combining a major orchestral concert, jazz, folk and blues in a new event that will attract an audience of over 20,000. Opportunities for special product promotions, food and drink franchises and general retailing.

dates tbc

Civic Theatre Events - £3000 (or £1500 per evening)

An evening with Dennis Healey, Tribute to Ella Fitzgerald...

A great series of concerts running 14th to 17th September. Corporate branding for these four nights of high quality entertainment will be given a special profile in all publicity. Special receptions can be organised for sponsor's guests and to meet the performers.

4th/5th September

World Music Weekend - £4000

A free event, taking place in the covered market (originally built to host live entertainment) and celebrating world, brass, folk, jazz and blues music from Noon until Dusk. Performed by local and visiting bands of international standing: artists to be confirmed. We envisage a total audience of 10,000 over the weekend. A Food Festival will be running also, promoted by the Tourist Board.

18th September

Nikolai Demidenko - £2000

One of Russia's most celebrated pianists and the first major piano recital in Rotherham for many years. The programme will feature well known classical repertoire and includes Mussorgsky's Pictures at an Exhibition, one of the most powerful concert works for piano. This will be a memorable sell-out night (800), performed at the Methodist Church at Talbot Street. Sponsorship comprises:

- ❑ Exclusive *Meet the Artist* reception
- ❑ 20 reserved best seats
- ❑ Acknowledgement on Programme cover and complimentary full-page colour advertisement (A5), option for Chairman's note and picture.
- ❑ Company logo on all associated festival publicity
- ❑ Credit in all media listings

Event Sponsor – from £1500

All our major events can be sponsored individually to give corporate ownership and prestige to a variety of important concerts, performances and exhibitions.

Each of the following Festival highlights can be sponsored:

11th/12th September

Rotherham Arts Festival at the Rotherham Show - £1500

Last year the Rotherham Show attracted 70,000 people! The Arts Festival music tent is one of the most popular elements of the whole show. This year we are presenting the Old Rope String Band and many other well-known artists. The event is completely free and our sponsor can have exclusive banner presence over the marquee entrance and behind the stage area.

dates tbc

Rotherham Murder Mysteries - £1500

A brilliant way to learn about local history, through historical murder mysteries! The area has a past to rival the best Inspector Morse or Cadfael plots and is to be brought to life by a professional playwright and researcher. Acted by a leading local drama group (WITH A SURPRISE WELL KNOWN GUEST ACTOR/ACTRESS) in the idyllic settings of Roche Abbey and other venues to be announced.

dates tbc

Dinnington Primary School - £1500

This school is being supported by the festival in producing a new musical drama that looks at how life in the pit village has changed over 100 years. Using the memories of older local residents this new work unites the whole community and we are engaging a professional amateur/composer to realise the work. The Festival will feature a WORLD PREMIERE performance and will tour the Borough.

dates tbc

Dinnington Colliery Band - £1500

This great band is 100 years old this year and to celebrate, they are commissioning a new piece that will become an emblematic theme for Rotherham and involve the other three bands in the Borough (Maltby, Whiston, Thurcroft). Cast in four short movements it will be heard many times during the festival. A sponsor will be given an inscribed limited edition of the score and be credited on the ensuing recording. It is hoped that this will become a future test piece for brass band competitions.

Festival Friend - £1000

Companies and business leaders who share our vision of building new cultural resources to reward the people of Rotherham are invited to contribute this modest sum to support the work of the Festival. The Festival is committed to being a key force in promoting the town's aspirations and can celebrate it in a unique way. All Festival Friends will be given a certificate of tribute, logo inclusion in programmes and publicity and invitations to all Festival Receptions.

*The above benefits can be negotiated to
match the needs
of individual sponsors and will be confirmed
by contract.*

ROTHERHAM METROPOLITAN BOROUGH COUNCIL

1. **Meeting** **Cabinet Member and Advisors**
Education, Culture and Leisure Services
2. **Date of Meeting** **20th April, 2004**
3. **Title** **ECLS Budget Monitoring Report – to March 2004**
4. **Originating Officer** A. A. Bedford
Acting Executive Director

5. **Issue**

To inform Members of the performance against budget for the Education, Culture and Leisure Services Programme Area for the period – April to March 2004.

6. **Summary**

In the financial year 2003/04 a number of issues have been identified which result in a reported overspend of £139,309 against the Programme Area's budget. The overspend consists of £15,064 for Education Services and £124,245 for Culture and Leisure Services. Accounts for the year are as yet open, and there may be some changes as a result of the close-down exercise.

7. **Clearance/Consultation**

This report has been discussed with the Acting Executive Director for Education Culture and Leisure, and with the Head of Corporate Finance.

8. **Timing**

Members are asked to receive and comment upon budget monitoring reports on a monthly basis from June onwards. This is the tenth such report for the financial year 2003/04.

9. **Background**

The report includes budget monitoring statements for the period 1st April to 31st March 2004 for those areas of budget which are directly under the Programme Area's control i.e. non-school Education Services and Culture and Leisure Services. The Council's accounts are currently subject to close-down arrangements, and at this stage remain open.

9. **Argument**

Appendices 1 and 2 provide details of the actual spend on the Education Services and Culture Leisure and Lifelong Learning areas of the Programme Area. Action was

taken to address the identified budget pressures and consequently the overspend position has been minimised.

Education Services:

The position is an overspend of £15,064. Details are provided in Appendix 1.

There have been no major changes since the position reported in February 04. The principal factors are:

- No change to the overspend of £60,000 on the Strategic Management budget. This is a consequence of the cost pressures on a range of HR, payroll and procurement budget heads which feed primarily into the strategic management budget (E41) area. They have now produced an overspend of £166,000 in 2003/04. However within Strategic Management staff savings have been identified which have reduced this to a net overspend of £60,000. In addition there is also a potential for further significant cost pressures in respect of programme area ICT budgets. We are still continuing work to confirm this matter with Corporate Finance colleagues but at this stage are not in a position to finalise the figure.
- A projected under-spend of £78,000 on Home to School Transport has been identified which has arisen as a consequence of a revised reduced cost estimate for bus passes in the 2002/03 financial year.
- Additional unbudgeted staffing costs of £36,000 have been identified within the Access Management budget area
- A saving of £23,000 has been identified on the Pupil and Student Support budget area through savings on the administration of free schools meals.

Culture & Leisure:

There is a projected overspend of £124,245 on Culture and Leisure Services. This can be accounted for largely by:

- The identification of cost pressures on HR, payroll and central administrative budgets relating to the Service overheads (L90) budget area. This has reduced the level of savings which have arisen on this budget through management of staffing levels and capitalising the staffing costs of the capital projects team.

Other variations are detailed in Appendix 2.

10. Risks and Uncertainties

The projected outturn position was dependent on the delivery of key actions on the part of service leaders and budget holders, and on the continued prudence of all members of staff. Very careful scrutiny of expenditure and income, and close monitoring of budgets has been essential throughout the financial year.

Until accounts are formally closed down there is the possibility of changes to the position as reported above.

11. Finance

Please refer to attached appendices.

12. Sustainability

The Programme Area maintained a tight control on spending and all vacant posts were only filled after close scrutiny by, and on the approval of, the Programme Area's Management Team.

13. Wards Affected All

14. References

Not Applicable.

15. Presentation

Service leaders and budget holders have taken all possible action to ensure that spending was kept in line with budget expectations.

16. Recommendations

Members are asked to receive and comment upon this report.

1. **Meeting:** Lifelong Learning Opportunities Scrutiny Panel
2. **Date:** 24 May 2004
3. **Title:** **Longdendale Outdoor Education Centre**
4. **Originating Officer:** Rod Norton, Young People's Services Manager

Summary of current position

The Centre was destroyed by fire in September 2002. It transpired that due to RMBC not undertaking individual insurance valuations of any of its properties that there was a risk that we were underinsured, as Peak Park planning requirements mean a rebuild must be in stone and slate rather than the original wood. Initial assessments of the possible insurance claim and rebuild costs indicated a capital shortfall. On this basis CMT instructed Young People's Services (YPS) to explore a surrender of the lease.

Subsequent discussions with the Loss Adjuster lead to a revision of the initial rebuild estimates and the possible level of the insurance claim and therefore CMT agreed that we could move to a design phase.

Plans are currently being prepared by EDS for the new building that will comply with both the Peak Park Planning Regulations and the Disability Discrimination Act. These two factors will require some improvement in what replaces the old centre but we will be expected to use the area and volume of the old building as a guide to what is designed. Overall costs will be kept with the sums available from the insurance claim. Further CMT agreement will be sought before the rebuild commences.

We aim, given all the necessary permissions, to have contractors on site in August this year. If this is achieved then the building could be completed and in use for the following April.

The Business Plan

In 2002, the year the centre burnt down, the bookings had a predicted income of £140,000, which would have been slightly in excess of the outgoings including salaries and running costs. This was achieved by building the customer base from Rotherham schools and outside users including Connexions.

A business plan for 205/8 is being currently being developed which aims to achieve the same positive financial position by 2008. A rebuild of the customer base will be needed and the first year of operation will be especially difficult due to the forward planning needed by schools in order to timetable residential weeks into the curriculum. Schools would need to be organising

their bookings in September this year in order for us to have the required usage of the centre next summer.

However, we have been operating a residential service at the Crowden Youth Hostel and would take some existing clients into any new centre building. This year the residential income will be about £50,000. It would seem reasonable to expect the income in the first year after the rebuild to be about £100,000 if the centre achieved its opening target of April 2005.

YPS will need to make a base budget revenue allocation from within existing resources to cover the operational shortfall expected in the first two financial years after reopening.

User Groups

In the last year of operation, April 2002 until March 2003, the Rotherham user groups included:

Comprehensive Schools: Aston, Oakwood, Thrybergh, Rawmarsh, Swinton, Wales, Dinnington , Kimberworth, Wath, Clifton, Old Hall, Brinsworth.

Primary Schools: Todwick , Loughton and Wentworth.

Various youth projects and groups based in Rotherham including: numerous YPS groups, Connexions, Local Democracy projects, Bramley Youth Group, X act project, Objective 1 re-engagement Groups, as well as hill walking and specialist training courses and management away days.

ROTHERHAM METROPOLITAN BOROUGH COUNCIL – REPORT TO MEMBERS

- 1. Meeting:** Lifelong Learning Opportunities Scrutiny Panel
- 2. Date:** 24 May 2004
- 3. Title:** Work undertaken in 2003/04 and planned for 2004/05
- 4. Originating Officer:** Delia Watts, Scrutiny Adviser, extn. 2778
- 5. Issue:** To consider the Lifelong Learning Opportunities Scrutiny Panel's achievements over the current Municipal Year and to suggest areas for inclusion in the work programme for 2004/2005.

6. Summary:

The Panel is responsible for reviewing issues which fall under the scope of the Education, Culture and Leisure Services programme area. The Panel has considered a variety of issues during the year and held a series of meetings to consider the budget for 2004/05. However, if scrutiny is to continue to add value to the work of the Council, we need to demonstrate that the work carried out by the panel also contributes to service improvements for the people of Rotherham.

7. Clearance/Consultation:

The Chair, Cllr Iain St. John.

8. Timing:

It is important that the Panel considers those areas that have formed part of its work programme in the last year in order to inform the discussion about future work to be undertaken in the coming year.

9. Background:

The current scrutiny plan has been informed by the corporate priorities agreed by the council, issues raised by elected members on behalf of the communities they serve and with reference to national agendas.

9.1 Work done in 2003/04

Each of the Council's Scrutiny Panels is required to develop an annual report detailing their achievements over the current years and a forward programme of work for the new Municipal Year.

This year we have undertaken two reviews – the Management of Grange Park Golf Course and Raising Achievements at Key Stage 3. We have also looked at the cross-boundary use of Rothercard and the level of balances being held by Rotherham Schools

Another part of the Panel's work has been the monitoring of and consultation on a number of statutory education plans, including:

- Education Development Plan
- LEA Ofsted Action Plan
- School Improvement Plan
- School Organisation Plan.

The Panel has closely monitored the PFI in Schools Project and has received regular reports on KS1 to KS4 achievements and target setting, truancy patrols and the School Music Service. This has been in addition to quarterly monitoring of the ECALS performance indicators and the programme area's ICT action plan.

During the year, there has been progress in implementing some of the recommendations coming out of the Victoria Climbié report and the green paper 'Every Child Matters'. This panel now receives the minutes of Rotherham's Children and Young People's Board, as well those of the Children and Young People's Working Party – a body which involves members of both the Lifelong Learning Opportunities and Social and Community Support Scrutiny Panels.

The Panel continues to monitor progress arising from previous reviews. These include:

- Allotments Review
- Rotherham Theatres' Review
- Rother Valley Country Park
- Green Spaces Best Value Review.

9.2 Forward Work Programme for 2004/05

In setting the forward work programme the Panel should be mindful of the context in which scrutiny operates and consequently Members will wish to consider the strategic, corporate, local, national, community and other influences as set which can act as an influence on the work of scrutiny. A summary of these is given at Appendix 1.

It is important that the forward programme decided by the Panel is realistic in terms of the scope and number of issues to be considered and relevant in terms of adding value to the work of the Council or in responding to the community. Scrutiny should be challenging if it is to be effective and a well thought out forward programme of work is important to enable this to happen. However, it is not always possible to identify the precise nature of some issues for scrutiny at this stage. Consequently the forward work programme will need, to some extent, to evolve during the course of the year.

The recent report into Community Leadership (undertaken by the Democratic and Resources Scrutiny Panel) recommended that performance and monitoring issues should put on the agenda on quarterly basis.

One issue that Members may also wish to bear in mind, which arose out of an away day for the Performance and Scrutiny Overview Committee, is the potential for organising a number of meetings during the year that focus on a particular theme or issue. Such an approach could, for example, look to examine strategic or cross-cutting issues and allow Members an opportunity to explore and scrutinise a

particular issue in more detail. It would also allow for representatives from other statutory bodies and the voluntary and private sectors as appropriate to share their knowledge and experiences and could involve working with other Scrutiny Panels.

Members will also wish to bear in mind that, under the Local Government Act 2000, Councils are able to examine issues within their area relating to economic or environmental wellbeing. This offers scrutiny the scope to examine a wide range of issues, not merely local authority services, which affect Rotherham and its citizens.

At the Panel's April meeting, a number of topics for review were discussed. Those that were supported are included in a draft outline work programme at Appendix 2.

10. Argument:

If scrutiny is to continue to add value to the work of the council and develop further as a strong influencing role, then it needs to be clear about what it wants to achieve over the coming months. Scrutiny needs to be both prepared through planning and be responsive to the unexpected.

11. Risks and Uncertainties:

The work programme must be realistic in terms of the capacity to properly examine issues that come before it. Issues may be referred to the Panel which are not known about at this stage.

12. Finance:

There are no financial implications arising out of this report. Recommendations arising out of scrutiny reviews may have financial implications and these will need to be evaluated when such recommendations are referred to Cabinet.

13. Sustainability:

The work programme will need to take into account the Council's sustainability policies.

14. Wards affected:

All

15. References:

- Lifelong Learning Opportunity Scrutiny Panel minutes
- Performance and Scrutiny Overview Committee Minutes
- Notes of the PSOC Planning Day
- The Community leadership Role of the Local councillor

16. Presentation:

The programme will need to provide the basis for effective scrutiny covering the Education, Culture and Leisure Services throughout the municipal year.

17. Recommendations:

That

(a) Members discuss what has worked and what has not worked in their deliberation as a panel this year

(b) Members consider holding quarterly monitoring meetings as proposed in the recent Review Report and then use meetings in between to focus on a particular theme.

(c) Members consider and agree those areas which would be subject to detailed scrutiny review; and

(d) details of the Panel's Forward Work Programme 2004/05 be referred to the Performance and Scrutiny Overview Committee.

APPENDIX 1

Issues that inform the Forward Work Programme

In developing the Lifelong Learning Opportunities Scrutiny Panel's Forward Work Programme 2004/05, Members will wish to bear in mind the following influencing factors:

Rotherham's Community Strategy 2002 - 2007

Key themes include:-

- Increasing wealth and prosperity for all
- Stimulating a culture of learning and development to ensure maximum benefit for local people and businesses
- Improving health and social well-being for all
- Creating safe and inclusive communities for all, and ensuring that individuals and communities enjoy a better quality of life

Rotherham MBC Corporate Plan 2003/2006

Key priorities include:-

- Investing in the Economy
- Investing in People
- A place which cares
- A place to live
- A place for enjoyment
- A place with active and involved communities
- A place for everyone
- A safe place
- To be a progressive, responsive, accessible and quality service provider

Education, Culture and Leisure Service Plans

Best Value

The recommendations out of the following reviews will be contained in an Action Plan which will be subject to monitoring by the scrutiny panel.

- Review of Green Spaces
- Review of Lifelong Learning

Community concerns/issues – issues raised through Area Assemblies, ward surgeries, complaints systems etc.

Member priorities/concerns/interests which fall in the remit of the Panel

Local Public Service Agreement

Audit Commission Comprehensive Performance Assessment – Response to the outcome of the Assessment

ECALS performance (monitoring of local and national Best Value indicators)

Cabinet Forward Plan (key decisions) and Cabinet Member issues

Rotherham Reachout - results of local citizens' survey

Annual Council Budget planning process

Policy Review Framework (currently being developed by Performance and Overview Scrutiny Committee)

External Inspections

Government policy and guidance with respect to Education, Culture and Leisure Services and other lifelong learning issues which would come under this scrutiny panel's remit.

APPENDIX 2
Draft Outline Work Programme 2004/05

Month	Budget	Presentations	Reports	Monitoring	One day Scrutiny Reviews	Full Scrutiny Reviews	Cross-cutting Reviews
June 2004 MONITORING	ECALS Budget Monitoring			<ul style="list-style-type: none"> Green Spaces BV Review ECALS PIs PFI Termly Report ICT Action Plan 			Citizenship Curriculum (joint review with Democratic and Resources S/P (timing to be agreed with D&R Panel))
July LIFELONG LEARNING		Surestart	<ul style="list-style-type: none"> School Improvement Plan KS3 Scrutiny Review Adult Community Learning 			Opportunities for Adult Learning in Rotherham	
August			Provision for Gifted & Talented pupils				
September MONITORING	ECALS Budget Monitoring			<ul style="list-style-type: none"> Green Spaces BV Review ECALS PIs ICT Action Plan Theatres Review 			
October ROTHERCARD			Rothercard – scope for extension	Rothercard – evaluation of 'More for Less'			
November				Schools Music Service	School Discipline/ Exclusions		

Month	Budget	Presentations	Reports	Monitoring	One day Scrutiny Reviews	Full Scrutiny Reviews	Cross-cutting Reviews
December MONITORING	ECALS Budget Monitoring 2005/06 budget-setting			<ul style="list-style-type: none"> • ECALS PIs • PFI Termly Report • ICT Action Plan • KS3 Review 			
January 2005 OUTDOOR LEISURE	2005/06 budget-setting		<i>Other facilities?</i>	Rother Valley Country Park		KS4 and the preparation for the world of work	
February					Education of Children in hospital		
March MONITORING	ECALS Budget Monitoring			<ul style="list-style-type: none"> • ECALS PIs • ICT Action Plan • Green Spaces BV Review • Lifelong Learning • Adult Learning 			
April INCLUSIVE EDUCATION			<ul style="list-style-type: none"> • Education of Children in hospital • School Discipline/ Exclusions 				

LIFELONG LEARNING OPPORTUNITIES SCRUTINY PANEL
26th April, 2004

Present:- Councillor St. John (in the Chair); Councillors Barron, Bowmar, Boyes, Burke, Dodson, Kaye, License, Nightingale, Pickering, and Thirlwall.

Mrs. J. Williams, Mr. S. Radford, Ms. J. Carroll, Mr. P. Hawkridge, Rev. A. Isaacson, Mr. T. Brown and Mr. R. Newman.

161. APOLOGIES

Apologies for absence were received from Councillors Hodgkiss and Swindell, Mr. P. Eyre and Mrs. E. Marsh.

162. DECLARATIONS OF INTEREST

There were no declarations of interest.

163. QUESTIONS FROM MEMBERS OF THE PRESS AND PUBLIC

There were no questions from the press and public.

164. NEW MEMBER

The Chairman welcomed Rev. A. Isaacson to his first meeting of the Panel.

165. ECALS 2003/04 BUDGET MONITORING REPORT – FEBRUARY, 2004

Consideration was given to a report of the Acting Executive Director on the performance against budget for the Education, Culture and Leisure Services Programme Area for the period April 2003 to February 2004.

The report showed very little change in the position over the past two months, with a slight improvement in the overall budget.

At this stage in the financial year the Programme Area has identified a number of issues which, if not addressed, will result in an overspend of £139,309 against the Programme Area's budget – a reduction of £3,941 from the position reported last month. The potential overspend consists of £15,064 for Education Services and £124,245 for Culture and Leisure Services. However, action is being taken to address this position, with a view to returning the budget to a balanced position.

Appendices 1 and 2 provide details of the projected spend on the Education Services and Culture Leisure and Lifelong Learning areas of the Programme Area. Action is being taken to address the identified budget pressures, and consequent estimated overspends.

2C LIFELONG LEARNING OPPORTUNITIES SCRUTINY PANEL – 26/4/04

Particular discussion took place on the year end figures, it being pointed out that there would be budget transfer issues in relation to the RBT contract.

Discussion took place on the following budget issues:-

- Standards Fund Grant
- RBT - Human Resources, Payroll and Procurement
- ICT (Refresh) and new contractual arrangements

The Acting Executive Director believed that, despite budget pressures, it may be possible to reach a break even position.

Reference was also made to possible savings made from the closure of Sheffield Road Baths.

The Executive Director reported on the staffing implications of the closure and of additional health and safety costs which have been offset on the premises budget.

One member raised an issue on recent closures of Aston Pool.

The Cabinet Member, Education, Culture and Leisure Services explained that closures were necessary for the purpose of repairs only.

Resolved:- That the report be received.

166. ICT ACTION PLAN – 4th QUARTER

Consideration was given to the 4th Quarter Report of the Information and Performance Review Manager on the progress made up to 31st March, 2004, against the ICT Action Plan for 2003/04.

Further progress has been made since the 3rd Quarter monitoring report was produced at the end of December 2003, with additional actions within the Plan being achieved.

Performance against the Plan reported at the end of March 2004 is as follows:-

- (a) 59% of ICT Actions completed (of those scheduled to be completed by 31/03/04), against a target of 100%.
- (b) 33% of key actions completed, against a target of 100%.

There are a number of Actions that have still to be fully completed. It is anticipated that all of these actions will have been completed by the end of the School Year and will be reported in the September 2004, final progress report.

The report explained that the percentage of Actions completed in 2003/04 are significantly lower than the previous year, which is due to:-

- 8 of the planned key actions being reliant on the installation of the Rotherham Learning Grid, which will now be installed in all schools by September 2004
- 2 further actions being reliant on the migration to the new SQL version of Sims, which has been delayed due to changes in release dates of relevant software from the Supplier.
- Other issues referred to were:-
 - Young Peoples Service – Management Information System
 - ICT Training generally – 4 Month Programme
 - Surplus laptops and computers for Community Groups

no One member indicated that the minutes of the 22nd March meeting contained
no reference to his having highlighted the use of ECALS office space by RBT, at
the cost. The use of the Arts Centre meeting room as a call centre has prevented
the programme area from meeting its income target for room rental.

It was felt this should be a corporate cost, not simply a cost to one Programme Area who had available space.

The Acting Executive Director explained that this was part of the contractual arrangements between the Council and RBT. One exception was the Magna building which received income for the use of its facilities.

Resolved:- (1) That the 4th Quarter Progress Report of the Programme Area ICT Action Plan 2003/04 up to 31st March 2004 be received.

(2) That the Chief Executive be asked to submit a report to a future meeting on the use of buildings by RBT.

167. DECISIONS OF THE CABINET MEMBER FOR EDUCATION, CULTURE AND LEISURE SERVICES

Resolved:- That the minutes of meetings in respect of decisions made by the Cabinet Member for Education, Culture and Leisure Services, under delegated powers, held on 16th, 23rd and 30th March and 6th April, 2004 be received.

168. MATTERS ARISING

(a) Admission to Schools 2005/06

The Chairman remarked on the progress being made at Dinnington Primary School.

Reference was made to the recent opening of the new school at Thornhill.

The Cabinet Member, Education, Culture and Leisure Services stated that both new schools offered excellent community facilities, and gave details of their official opening arrangements.

4C LIFELONG LEARNING OPPORTUNITIES SCRUTINY PANEL – 26/4/04

The Acting Executive Director gave an assurance that plans are in place to monitor building developments at all schools.

The Acting Strategic Leader, Resources and Information gave a verbal update on schools within the North West of Rotherham.

Resolved:- That the Scrutiny Adviser explore the possibility of members of the Scrutiny Panel visiting Thornhill school or Ferham School when they are completed.

(b) Administration of Free School Meals from April, 2004

The Cabinet Member, Education, Culture and Leisure Services explained that the change by which this service was administered was aimed at streamlining the process by which people claim all types of benefits.

Scrutiny Panel members welcomed the improvement.

(c) New Name for Old Hall School and Kimberworth School

Members commented on the name chosen for the new school upon the amalgamation of Old Hall and Kimberworth Schools.

One member explained that the name “Winterhill School” referred to the land which locals commonly referred to as Winterhills.

(d) Petition – Against Proposed Unit for Young People with Behavioural Problems at the Former Greasbrough Primary School

The Cabinet Member, Education, Culture and Leisure Services reported that this was a Pupil Referral Unit which would complement others in the Borough.

A productive and positive meeting had been arranged with local residents, and in particular with a number of elderly people.

An invitation had been extended to members of the local community for them to become involved in the work of the PRU Board and the way the Unit will be run.

169. LIFELONG LEARNING OPPORTUNITIES SCRUTINY PANEL

Resolved:- That the minutes of the meeting of the Panel held on 22nd March, 2004, be received.

170. MATTER ARISING

(a) Value Added Process in Respect of Schools

One member remarked on an inaccuracy in a figure given at the presentation on the 22nd March 2004 and asked if it was only relevant to one school or to the overall position.

Resolved:- That the Acting Executive Director agreed to look into this matter and report back to a future meeting.

(b) Bar Park, Thorpe Hesley

The Cabinet Member, Education, Culture and Leisure Services gave an update on this matter. Correspondence had been exchanged with Cabinet Members in Sheffield City Council. Consideration was being given to Sheffield's latest response which was to dispose of the land at market value.

171. SCHOOLS PFI PROJECT: POTENTIAL SURPLUS ASSETS

In accordance with Minute No. 150 of a meeting of the Lifelong Learning Opportunities Scrutiny Panel held on 22nd March 2004, consideration was given to a report of the Acting Strategic Resources Team Manager on assets which may be released under the Schools PFI Project.

Commercial Close took place on 31st March 2003 and Financial Close on 13th June 2003. Construction work is now almost complete at Ferham primary school. Thornhill primary school had opened and work is well underway at Clifton, Old Hall, Wath, Wickersley and Wingfield secondary schools. All construction is due to be completed by December, 2006. Thornhill primary moved to the new school on 19th April, 2004 and Ferham primary will move to their new school on 7th June, 2004.

The Council entered into a contract with Transform Schools (Rotherham) Limited to deliver 10 new and 5 significantly refurbished and remodelled schools and to provide facilities management at the schools for 30 years.

New schools for Coleridge, Ferham, Kimberworth, Maltby Crags Infant, Maltby Crags Junior, Meadowhall and Thornhill Primaries; and Old Hall, Wingfield and Wath Secondaries.

Significantly refurbished and remodelled schools for East Dene and Wath Central Primaries; and Thrybergh, Clifton and Wickersley Secondaries.

Additionally, new Key Young Persons' Centres are being built at Thornhill primary and Wath secondary; and significantly refurbished centres are being provided at Wingfield, Clifton, Thrybergh and Old Hall Secondary Schools.

Appendix 1 contained a list of Potential Surplus Assets at various Schools which were surplus to Schools PFI Project.

Questions were raised on the following aspects:-

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- the Capital Receipt situation and the possible affect on the budgets of other Programme Areas
- green land retention for children's play/effective management/Green Space Review within Culture and Leisure Services only
- utilisation of space – for educational purposes/play/or surplus to requirements
- Land Terrier system – Future Plans for land use
- Land ownership - impact on funding for new Initiatives

The Cabinet Member, Education, Culture and Leisure Services pointed out there is no intention of reducing the ratio of land used for play space or games in Rotherham schools. Rotherham had an excellent reputation for the work on sports development, specialist sports colleges being very active in rolling out development work to schools.

The Acting Executive Director responded to a specific question on a proposal to use the site of Kimberworth Comprehensive, possibly in conjunction with the Kimberworth Primary site, for post 16 provision and pointed out that this proposal was in the early stages of a strategic review of post 16 provision by the Learning Skills Council. Further details on this matter would be submitted to a future meeting at an appropriate stage of the work. Any such provision was seen as enhancing the existing provision in meeting the needs of areas with a lack of provision and would have links with existing Colleges in Rotherham.

Resolved:- (1) That Councillor St. John, Delia Watts and Joyce Williams liaise regarding the content of the Green Space Review.

(2) That a report or Seminar be arranged on the Council's policy on the management of land owned by the Council which is currently unused and awaiting further disposal, and how this tied in with the work of the Property Board and Regeneration Board.

(3) That it be noted that, at a meeting of the Cabinet Member, Education, Culture and Leisure Services held on 23rd March 2004, the list of Potential Surplus Assets, as submitted at Appendix 1, was declared surplus to requirements, and referred to the Council's Property Board for consideration.

172. PERFORMANCE AND SCRUTINY OVERVIEW COMMITTEE

The Panel noted the content of the minutes of meetings of the above Committee held on 12th and 26th March, 2004.

173. MATTER ARISING**26th March - Proposed Post Office Closures**

The meeting expressed grave concern regarding the closures of Post Offices.

The following issues were raised:-

- the Post Office in Rotherham town centre was already too small
- short consultation by the Post Office/lack of consultation/legal issues
- lack of regard by the Post Office for communities
- impact of closures on surrounding shops

The meeting discussed the channels of action being taken against this matter. It was believed the Council had done everything in its power and that “customers” could merely be advised of the channels available for complaint.

174. LEISURE/JOINT SERVICE CENTRE PROJECT BOARD

The Panel noted the content of the minutes of meetings of the above Committee held on 30th January and 19th March, 2004.

175. CHILDREN AND YOUNG PEOPLE’S BOARD SCRUTINY WORKING PARTY

Resolved:- That the minutes of the meeting of the above Working Party held on 3rd March, 2004 be received.

176. FORWARD WORK PROGRAMME OF LLOSP

Consideration was given to a report of the Scrutiny Adviser in relation to the 2004/2005 Work Programme in order to plan the review process effectively.

The report suggested that Members undertake two full scale reviews for the forthcoming municipal year, which relate to the Scrutiny Panel’s terms of reference. This would give a structure to the work programme and forward plan, whilst allowing flexibility to address other issues by undertaking one day reviews, for example.

Progress on outstanding Reviews, which the Panel had decided to undertake earlier in the current municipal year, was outlined. The KS3 review is nearing completion. In the context of any other new suggested reviews, Members are asked to consider whether they wish to include the review of KS4 in the 2004/2005 work programme.

In considering likely subjects for review, the report referred to key issues that will be coming up in the forthcoming year, together with the Council’s stated priorities. These were:-

- the current Forward Plan (April to July 2004)
- the Community Strategy – four priority areas

The meeting asked that the following topics be given more consideration:-

- system of permanently excluding children – variance between schools
- children with long-term medical needs
- work carried out with gifted and talented children – best practice

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- maximising the use of footpaths and woodlands in promoting tourism
- management of heritage sites/maintenance issues of milestones/turnpikes
- what initiatives/lifelong learning plans are available to the over 50's – 50% of adult population shortly to be over 50
- status of the Key Stage 4 review

The Chairman remarked that historically Rotherham has been a low excluder.

Resolved:- (1) That a further report suggesting ways of addressing issues, as discussed, be submitted to a future meeting of this Panel for further consideration.

(2) That a one day Review be undertaken on school exclusions.

(3) That the outstanding KS4 review in the 2004/2005 work programme be supported, with a focus on preparing young people for the world of work.

PERFORMANCE AND SCRUTINY OVERVIEW COMMITTEE
16th April, 2004

Present:- Councillor Stonebridge (in the Chair); Councillors Doyle, G. A. Russell and Whelbourn.

Also in attendance were Councillors Austen, Boyes, Jackson, Stone, Walker, Wardle, and Wyatt, along with Kevin Barron MP.

Apologies for absence were received from Councillors License, Pickering, Sangster, St. John and F. Wright.

185. POST OFFICE CLOSURES

Further to Minute No. B282 of a meeting of the Cabinet held on the 24th March, 2004, the Chairman welcomed representatives of the Post Office Ltd, Post Watch and Age Concern. Several members of the public were in attendance who were also welcomed.

Post Office Ltd had recently undertaken a comprehensive review of the urban network of Post Office branches in each of the Rotherham constituencies, the aim of which was to ensure that the Post Office had an economically viable urban network in the future which remained accessible to customers with over 95% of the urban population living within one mile of a local branch.

Under the framework of the National Reinvention Programme, proposals for each constituency had been released for consultation, the period for which ended on the 23rd April, 2004.

The various representatives gave comments/evidence on the rationale for and likely impact of proposed Post Office closures.

Mr. M. Silcock of Post Office Ltd, gave an introduction to the background, outlining why changes were being made to the urban network to sustain its future and how the proposed network would be managed.

In this connection, particular reference was made to the following issues:-

- It was stated that the post office network had made an operational loss of £194m over the last year and had to make changes to be viable. Therefore changes were being proposed to the urban network (the Post Office definition of urban being where the population was over 10,000 inhabitants). It was suggested that individual offices were often under utilised which could lead to insufficient profits and a lack of investment in the business, with a knock-on effect on the quality of services to customers.
- The £210m compensation and investment package related to the closure programme with some branches having financial support to enable them to continue to operate

- The difficulties in recruiting sub-post masters and mistresses
- The support given to branches in rural communities which were unaffected by the urban Network Reinvention programme
- The post office closures already made in Rotherham and proposed closures for other branches in the area.

Subsequent comment/queries to the post office representative related to:-

- (a) the content and recommendations of the Counter-Revolution report and the criteria used to decide on post office closures; how were sites chosen for closure?

Mr. Silcock outlined the various elements taken into account when considering closure proposals such as viability/feasibility issues, with each area identified for closure being visited by a Network Manager to ascertain whether nearby post offices could take on displaced custom.

Post Office Ltd surveyed sub-post masters / mistresses to gauge whether they would consider volunteering to leave the network. Severance payments were offered to those people working at post offices approved for closure. Mr. Silcock reported that there were more volunteers wanting to leave than were required.

- (b) the proposals for the Swinton / Rawmarsh area, it being felt that a decision had been made despite consultation presently taking place.

The need for reinvention of the network was appreciated but the view was expressed that consultation should have been undertaken at a much earlier stage to explore whether alternatives were viable. The view was also expressed that consultation should have taken place before compensation packages were offered.

- (c) the likely impact on services for older people, their need for facilities to be easily available and whether consultation on this had been carried out.

It was stated by Mr. Silcock that consultations had included Age Concern and the needs of the older people had been taken into account.

The Post Office had not had regard to the fact that carers pay bills at post offices for their clients and closures could result in difficulties in such cases.

- (d) the system of paying benefits into bank accounts and the difficulties for customers, particularly older people, in making an application for these services. It was suggested that the delay in introducing universal

banking services had meant that banks had taken customers from the Post Offices.

This, together with the closure of post offices, had a profound social and economic impact for some local communities with loss of local trade and good, easily accessible services. A view was expressed that sections of the public (particularly older people) tended to trust post offices more than banks.

Mr. Silcock stated that the Post Office was working closely with banks and building societies in highlighting the benefits to the public of using them.

- (e) the need for areas of deprivation and regeneration areas to have accessible post office services
- (f) on proposals for closures, were programmes offered prior to severance packages?

This depended on the feasibility of the closure but generally severance packages were offered prior to any programme.

- (g) if consultation had taken place at an earlier stage, local authorities and other local partners may have been able to help on a cooperative basis, to explore alternatives.

With regard to this aspect, the Post Office representative stated that Local Authorities and Partnerships tended to work to longer term plans, whereas the post office closures were happening now for the reasons previously outlined.

- (h) there was discussion as to when Rotherham MBC had been informed of the proposals for consultation and this was to be clarified.
- (i) Mr. R. Scholl of Age Concern raised the following points:-
 - the difficulties for older people, particularly those with a physical disability, in getting to an alternative Post Office when their local one closes. Problems are not only distance but the type of route (paths which may have to be negotiated, and possibly a poor bus service).
 - The knock-on effects for those branches still operating due to more people using them, particularly around queuing and the detrimental effect this had on older and disabled people

- (j) in response to several queries the Post Office representative responded as follows:-
 - the Post Office was interested in keeping counter business;

- the various recommendations of the Counter Revolution report had yet to be implemented;
- the closure proposals were for economically sustainable reasons for the Post Office, little account was taken of the knock-on effect for other businesses in the area;
- on the criteria for considering closures, all factors were taken into account, not just one element;
- packages available to post offices to improve security.

Comments were made on the diversification for businesses in urban areas, linking co-operatives to post offices and the availability of post office services in well-frequented retail areas. It was also suggested that the steps to improve security in receiving branches were not matched in rural areas, consequently rural branches may be seen as easier targets.

Mr. Silcock requested anyone with other views on the proposals to submit them as soon as possible.

Mr. C. Burcey outlined the role of the Postwatch to Members which was an independent watchdog body.

Postwatch was informed of all post office closures, and views of customers to the proposals were put to the Post Office Regulator by Postwatch.

It had raised concerns about the consultation process and the Minister had stated that there would be improvements to the process.

Mr. Burcey reported that a MORI poll had been undertaken on post office closures – 2576 people being polled – and although 90% of people continued to use post office services, a number of concerns and criticisms were raised including:

- post offices being used less
- a deterioration in access and parking
- delays in the refurbishment of retained branches

In response to the delays in refurbishment, it was accepted that the timing involved the availability of contractors but pressure needed to be exerted to improve the timing of refurbishment work. The process involved with contractors was outlined.

Further comments/queries raised related to:-

- (i) was Postwatch consulted on long term plans?

No information was provided to Postwatch.

- (ii) the inadequate size of some receiving branches which had little scope for expansion to cope with greater demand. This could result in them being used less by the public.

- (iii) the influence of Postwatch and how representations and complaints about closures could be made effectively.
- (iv) Postwatch making representations whenever this criteria for proposed closure is not met for 90-95% of local population to live within one mile of an urban post office branch.

The representations made on the distance criteria by Postwatch had resulted in objections to four proposed closures being successful. However, many other closures had been made despite Postwatch's objections

Representations made by Postwatch in respect of closures included aspects such as the difficulties in getting to an alternative branch due to excessive gradients, poor routes and lack of reasonable public transport.

Postwatch obtained the views on proposals from various bodies but, up to now, apparently no local authority had commented directly to the Post Office on closure proposals in relation to their powers of well-being.

The number of closures for this area were not disproportionately high when compared with proposals for closures in other regions.

- (v) the major regeneration areas in Rotherham and the need to have regard to the effect of local post office closures on these areas. Concern was expressed that the Post Office was proposing short term solutions rather than taking a strategic look at future regeneration developments in particular areas.
- (vi) A view was expressed that the policies of Government departments were not working as one, as the moves towards payment of benefits and pensions directly into bank accounts have had a detrimental effect on post office provision seemingly in contradiction to the recommendations of the Government's Counter Revolution report.

Resolved:- (1) That all representatives. Members of the public, Kevin Barron MP and members be thanked for their input into the meeting.

(2) That the various issues raised be put to the local MPs, particularly in relation to the non-implementation of the Counter Revolution's report and the operation of the investment and compensation programme, any feedback being welcomed.

(3) That on the various issues, attention be drawn to Post Office Ltd to the impact of post office closures in particular on:-

- Key regeneration projects and the need for the Post Office to be made aware of them at an early stage;
- Adverse effect on the demand for local post office services and knock-on effect for local business;

- Access Implications for older people and those with a disability regarding the location and size of branches, and length of queues.
- Loss of social cohesion and an information gap as post offices are a source of government and community information;
- The payment of benefits/bills to alternative post office branches or to banks;
- The increased pressure on receiving branches in coping with additional work.

(4) That representations be made to the Post Office for early consultation on future post office closure proposals in order that consideration can be given to possible partnership arrangements for offering relevant support/services.

(5) That Postwatch be informed of regeneration projects for the Rotherham area in order that appropriate representations can be made to the Post Office should it be necessary.

PERFORMANCE AND SCRUTINY OVERVIEW COMMITTEE
23rd April, 2004

Present:- Councillor Stonebridge (in the Chair); Councillors Doyle, License, G. A. Russell, Sangster, St. John and S. Wright.

Apologies for absence were received from Councillors Clarke, Whelbourn and F. Wright.

186. ROTHERHAM REACHOUT: RESULTS OF THE SEVENTH SURVEY

The Committee considered a report by Emma Heyes, Consultation Co-ordinator, relating to the findings from the Seventh Rotherham Reachout survey and outlining a number of important policy implications for the Council.

The seventh survey, conducted in July, 2003, focused on:-

- Local Democracy and Community Involvement
- Rotherham Council Matters
- Licensing
- Eye Care

The key findings were outlined in the submitted executive summary.

The 69% response rate was the highest to date for the Panel which could be accredited mainly to the replenishment of a third of the Panel in Summer, 2003. The response was very good, particularly in relation to the response rates experienced for many other Panels elsewhere in the country. It was important to monitor response rates carefully and seek to ensure maximum response for future surveys.

Emma highlighted a number of wider policy implications for the Council and indicated that the findings would be shared with partner organisations, would be made publicly available and would be used to inform Council activity, policy and improvements to services.

Discussion and a question and answer session ensued and the following issues were covered:-

- demographic breakdown of the Panel being used
- cumulative breakdown of the responses on an Area Assembly basis
- Panel being representative of the community
- forward planning of surveys

- eye care and raising parent awareness
- need for more Member involvement in the future planning of surveys.

Resolved:- (1) That the findings of the seventh survey of Rotherham Reachout and the policy implications identified within the report be noted.

(2) That the Corporate Management Team be requested to disseminate the key findings within Programme Areas, consider implications for service delivery, service plans and the review of the Council's Corporate Plans and priorities.

(3) That the executive summary be circulated to all Members of the Council.

(4) That the report be forwarded to the Senior Management Team within the Primary Care Trust in order to disseminate the key findings and consider implications for service delivery.

(5) That the findings be made available on the intranet/internet.

(6) That the report be referred to Area Assemblies.

(7) That a further report be submitted indicating how the results are dealt with by Programme Areas.

187. RESPONSE TO THE CONSULTATION ON POST OFFICE CLOSURES

Further to Minutes Nos. B282 of a meeting of the Cabinet held on 24th March, 2004, and 179 of the meeting of this Committee held on 26th March, 2004, the Committee considered:-

- (a) the minutes of the special meeting of the Performance and Scrutiny Overview Committee held on 16th April, 2004, relating to the public scrutiny of the proposed Post Office closures;
- (b) the Council's formal response to the Post Office consultation on the proposed closures based on the considerations given at Cabinet and the special meeting of this Committee.

Resolved:- (1) That the minutes of the special meeting held on 16th April, 2004, be noted and approved as a correct record for signature by the Chairman.

(2) That the Council's response to the Post Office consultation on proposed closures be noted.

(3) That arrangements be made for an appropriate press release highlighting the points raised in the response.

188. OUTCOME OF THE SCRUTINY FORWARD PLANNING MEETING

Delia Watts, Scrutiny Adviser, presented briefly the submitted notes:-

(a) reflecting on the discussions held at the first scrutiny planning session held on 27th February, 2004;

(b) highlighting the key points emerging from the discussions held at the second scrutiny planning session on 16th April, 2004.

The discussions at the second session had focused on:-

- a pilot thematic approach to scrutiny
- different use of meetings including the development of quarterly performance meetings
- improved information
- Scrutiny member development
- reviews/select committees being the basis of engaging Members in the Scrutiny process (the view that every Scrutiny Member should participate in at least one Scrutiny Review per year was again expressed)

An example, though not exhaustive, of reconfigured Panels on the basis of themes from the Community Strategy and the Corporate Plan was submitted. Also submitted was a draft process for referrals to Scrutiny.

A lengthy discussion ensued and the following issues were covered:-

- duplication of work and effort
- need to be more proactive rather than responding to Programme Areas
- need to raise the profile of Scrutiny
- reconfiguration of Panels and thematic reviews
- need for more review meetings and less standard Scrutiny Panel meetings (less process)
- possible review of how Scrutiny is dealt with in other Authorities
- need to involve more Members (including those from the minority parties) in the Scrutiny process
- constitution and protocols for the Scrutiny/Executive relationship

- need for a further brainstorming session as a single item agenda for a future PSOC meeting (possibly facilitated by an independent person)
- need to 'beef up' the processes in existence, not change everything.

In concluding, the Chairman welcomed the debate and regretted such had not been possible at the planning session.

He concluded that the general feeling was:-

- (a) to focus on citizen wellbeing/good service and thus undertake cross cutting reviews where appropriate
- (b) the need for cogent arguments if change was desired
- (c) the need to set the agenda over the next twelve months for 2005 including:-
 - a clear framework for Scrutiny
 - a developed constitution
 - increased use of themed meetings and cross cutting reviews
 - operation of Scrutiny to engage more Members.

189. FEEDBACK ON POLICY REVIEW

The Chairman reported that the adoption of a Policy Development and Review Toolkit had been deferred to facilitate further work on the Toolkit by the Assistant Chief Executive.

The development of the Toolkit was an important component of implementing the Corporate Policy Framework, setting out corporate standards and providing a tool kit for policy development and review and enabling the Framework to be kept up-to-date.

190. MINUTES

Resolved:- That the minutes of the meeting held on 26th March, 2004, be approved as a correct record for signature by the Chairman.

191. CHILDREN AND YOUNG PEOPLE'S BOARD SCRUTINY WORKING PARTY

The Committee noted the minutes of a meeting of the Children and Young People's Board Scrutiny Working Party held on 3rd March, 2004.

192. REVENUE BUDGET MONITORING REPORT – 1ST APRIL, 2003 TO 29TH FEBRUARY, 2004

The Committee considered the submitted budget monitoring report for the period 1st April, 2003 to 29th February, 2004, detailing the projected revenue outturn for 2003/04 along with the actions being taken, or proposed to be taken, to deal with the projected over or underspends. The information had been noted by the Cabinet and Corporate Management Team.

The report showed a projected overspend of £442,000 on the General Fund as compared with a projected overspend of £515,000 as at 31st January, 2004.

The report also showed a projected overspend of £12,000 on the Housing Revenue Account as compared with a projected overspend of £40,000 as at 31st January, 2004.

Discussion ensued and the following issues were covered:-

- method of reporting
- latest projected figures

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

(2) That the reducing overspends be welcomed and all concerned be congratulated on their efforts.

193. WORK IN PROGRESS

Delia Watts, Scrutiny Adviser, reported that the co-option review had now begun and the anticipated completion date was 6th June, 2004 when the final review report would be presented to this Committee.

194. CALL- IN ISSUES

There were no formal call-in requests.

(The Chairman authorised consideration of the following item to keep Members informed.)

195. CENTRE FOR PUBLIC SCRUTINY CONFERENCE

The Chairman reported that the above conference was being held on 23rd June, 2004.

Resolved:- That this matter be considered at the next meeting.

g/t/Minutes 31 March 04

**THE ROTHERHAM CHILDREN AND YOUNG PEOPLE'S BOARD
31st March 2004**

Present:- Councillor R. Stone (in the Chair); Councillor G. Boyes , S. Ellis, A. Gosling and M. Kirk.

Angela Bingham (Voluntary Sector), Ann Lawrence (PCT, Health), Kath Henderson (PCT, Health) Imogen Clout (Voluntary Sector)

Di Billups, Sue Hare, Sue Hainsworth, Jonathan Williams and Roger Thompson.

1. APOLOGIES FOR ABSENCE

Apologies for absence were submitted from John Gomersall, Sheila Wright Joyce Thacker, Councillor R. Littleboy, John McIvor, Andrew Bedford Phil Marshall.

2. MINUTES OF THE BOARD

The minutes of the meeting held on 12th February, 2004 were agreed as a true record.

3. MINUTES OF THE EXECUTIVE GROUP

The minutes of the meeting held on 2nd March,2004 were noted.

4. CHILD HEALTH SURVEILLANCE/CHILD HEALTH PROMOTION

Sue Hainsworth gave a presentation on the above, which included information on the following :-

Background:

The 4th edition of "Health for All Children" (Hall & Elliman,2003) includes the framework for the Child Health surveillance programme. It represents a shift from the medical model of child health screening to a greater emphasis on health promotion, primary prevention and active intervention for children at risk, whether for medical or social reasons

Formation of Hall4 Steering Group including:

- Frontline Practitioners (Health Visitors, School Nurses),
- Clinical Managers
- Community Paediatrician
- General Practitioner
- Audiology Representative
- Public Health Nurse
- Designated Nurse - Child Protection

- Director of Public Health
- Director of Clinical Service
- Social Services and Children and Young People's Development Team

The steering group have been reviewing the current child health surveillance/child health promotion policy, health visiting standards and parentheld child health records as follows :-

1. Standards in relation to clinical practice, in particular Health Visiting and School Nursing.
2. A common approach to assessing a child's development across health services in Rotherham.
3. Ensuring that changes link to the Framework for Assessment of Children in Need.
4. Encompass issues in relation to vulnerable children, and in particular learning following the Lord Laming report in relation to the Victoria Climbié inquiry.
5. Developing the Health Visitor role as Lead Clinician for the assessment of Child Development in Primary Care.

Key Issues

Developmental Screening:

1. No agreed standardised child development tool in use across Rotherham or the UK.
2. Hall 4 group recommends the use of the Schedule of Growing Skills (SCOGS) with the Denver tool being available on a selected basis when additional assessment is required.
3. This will lead to a standardised approach to developmental assessment.

Visiting Framework:

The main changes are:-

1. No routine length measurement.
2. No routine visit by Health Visitor at 7-9 months.
3. No hearing test 7-9months ; this is replaced by neo-natal hearing screening programme.
4. Growth monitoring- it has been agreed that within Rotherham, growth monitoring will be incorporated with a holistic approach in the visiting framework. This supports the monitoring of growth based upon professional judgement and acknowledges recommendations from local Part 8 (Serious Case) Reviews.

5. A review of the interface and handover between the Health Visitor and the School Nurse, and contact with the child and family at the ages of 3.5 years to 5 years. This is primarily due to the changes within education during this time.

6. Non-Contract Protocol

7. Core assessment of all children within a Health and Social Care Model

Health Visiting and School Nurse Standard:

Standards which were developed in 2001 are in the process of review and updating in view of the revised Visiting Framework. These provide guidance for practitioners

Records:

The Child's Record and the Parentheld Child Health Record will be updated as a result of changes to reflect the standards. These changes will also need to be reflected in IT systems and as a result of the National IT agenda and GMS contract

Proposals and Conclusions:

1. The current Child Health Surveillance Programme has been subject to review against Hall4.
2. A number of changes have been recommended, which will focus the work of Health Visitors and School Nurses upon evidenced based practice.
3. There is an emphasis upon the professional judgement and decision making of clinicians in utilising the programme of contacts.
4. Clinical Practice will also be informed by recommendations following Part 8/Serious Case Reviews.
5. The implementation of Hall4 recommendations reduces unnecessary health surveillance activities and places a focus upon health promotion, targeting of resources and activity and places the child at the centre of the service.
6. Further analysis is required in relation to the impact upon the Health Visiting and School Nurse workforce. This is a consequence of Hall 4 but would also encompass other strategic and local issues.

Board Members asked questions on the following issues:-

- Overall Service
- Consistent Service for all Children
- Where children leave or abscond
- The non-contact protocol
- Recruitment of Health Visitors and School Nurses

- Training and Development Provision

Sue answered each question and provided information on the overall service provision and the high quality of the service being given.

Agreed: That the position be noted and an update be submitted to the Board in six months' time.

5. DEVELOPMENT TEAM/ENGINE ROOM

Sue Hare gave an update on activity, including the following:-

- Voice and Influence Task Group
- Voluntary Sector Research
- Thresholds and Triggers initial interagency work
- Training on Developing Integrated Service Pathways (ISPs)
- Communication Strategy
- Rotherham Show
- Rezolv Leadership Development Sessions
- SEN/Disability
- CAYPMHS Plan
- Budgets and Finance
- Pathfinder Project Final Report
- Development Plan
- 3 Projects:
 - Clifton
 - Voice and Influence
 - Breaking the News
- Common Assessment

Neighbourhood Renewal Fund Proposals:

- Bay Project Support for Black and Minority Ethnic Groups
- MIND in schools
- Risky Business
- Children's Centres Development
- Healthy Eating in schools
- Family Group Conferencing
-

It was noted that the Pathfinder Team had been complimented by the ODPM for the thorough and professional report presentation made on the Pathfinder Project.

Agreed: (1) That the activity be noted.

(2) That Sue Hare and the Pathfinder Team be congratulated on the high standards achieved in developing the Pathfinder Project and the "Case for Change".

(3) That a report on Integrated Service Pathways (ISP) be submitted to both the Executive Group and the Board.

6. INFORMATION SHARING AND ASSESSMENT

It was reported that IRT was now to be known as ISA (Information Sharing and Assessment).

The Board received the following presentations:-

- Overview report, Audit and Progress – Jonathon Williams
- Information Sharing Protocols – Susan Kitching
- Confidentiality, Consent and Privacy – Ian Bradbury

The purpose of these reports was as follows :-

- Informs the Board on Rotherham's progress towards delivering revised Government IRT / ISA minimum requirements for March 2004 (Appendix A – for information).
- Advises the Board of the Government prescribed audit process Rotherham will have to undertake in evaluating our progress.
- Seeks the approval of the Draft Information Sharing Protocol (Appendix B), and to request that representatives of relevant agencies take this draft to their respective Senior Management Teams / Boards for adoption.
- Presents the following documents for approval:
 - Re-drafted guidance on Confidentiality Issues (Appendix C), first presented to the Executive Group on 2nd March 2004
 - Draft guidance on obtaining and documenting consent (Appendix D)
 - Draft 'consent to share information' form (Appendix E)
 - Draft Privacy Statement for Children and Young People (Appendix F)
- Seeks Board approval for the dissemination of this guidance throughout all IRT partnership agencies, and to children and young people where relevant.

This report impacts all of the 5 strategic themes as the cross-cutting theme of information sharing and information systems runs through every strand.

It was noted that these draft proposals would lead to important decisions being taken to bind all children's services providers and everyone working with children to the various protocols when finalised.

It was reported that the Children's Service Directory was now on the website and provided an extensive database readily available to all users.

Board Members welcomed the excellent progress being made and requested all providers to provide suggestions or amendments to the drafts as quickly as possible.

Agreed: (1) That the proposals be approved and all users be invited to put forward views on the drafts prior to finalisation.

(2) That relevant agencies take away the Draft Information Sharing Protocol (Appendix B) to their respective Senior Management Teams / Boards for consideration and adoption.

(3) That the draft guidance on confidentiality issues document (Appendix C); draft guidance on obtaining and documenting consent (Appendix D); draft 'consent to share information' form (Appendix E) and draft privacy statement for children and young people (Appendix F) be approved for use by all IRT agencies / organisations when finalised.

(4) That the Board emphasises the importance of disseminating these documents effectively throughout all agencies, and approves this process.

(5) That the excellent progress being made on developing these issues and the publication of the Service Directory be welcomed and all those involved be thanked for their hardwork.

7. THE INFORMATION SHARING AND ASSESSMENT (ISA) THRESHOLD AND TRIGGERS PROJECT

Sue Hare gave a presentation setting out the review and conclusions from the above Project. The report included the following :-

- Project Proposal
- Briefing note for participants of single agency meetings.
- List of Project participants
- Thresholds and Triggers Process Flowchart
- Information Sharing and Assessment (IISA) Process Flowchart
- Glossary of recommended Information Sharing and Assessment (ISA) terms
- Conclusions and Proposals

The Board welcomed the proposals set out.

Agreed:- That the following proposals be approved :-

(a) That the definition of vulnerable children and young people be as follows:-

Children who would benefit from extra help from public agencies to optimise their life chances and for the risk of social exclusion to be averted.

(b) In the context of Information Sharing and Assessment (ISA), the terminology given in Appendix F be formally adopted;

(c) A strategy be developed to consult with professionals in all relevant sectors about the proposed indicators of vulnerability;

(d) Consideration was given to the implications of the indicators of vulnerability be introduced incrementally, starting with the least contentious;

(e) The local Information Sharing and Assessment (ISA) implementation strategy be reviewed following publication of the interim report of research into the Trailblazers;

- (f) The specific queries listed above be referred to the Information Sharing and Assessment (ISA) Task Group;
- (g) That any Information Sharing and Assessment (ISA) awareness raising and training strategy include those in universal children's services and those working with adults, and those in the voluntary and community sector;
- (h) A public information and consultation strategy be developed concerning the introduction of Information Sharing and Assessment (ISA);
- (i) That its communication strategy keeps all professionals informed of the progress of Information Sharing and Assessment (ISA) and its relevance to other initiatives;
- (j) All Agencies be encouraged to consider nominating Information Sharing and Assessment (ISA) leads;
- (k) That the links between Information Sharing and Assessment (ISA) and Common Assessment be consolidated by piloting both in the same area;
- (l) Discussions be initiated with the other South Yorkshire authorities, to promote a common approach to Information Sharing and Assessment (ISA).

7. MEMBERSHIP UPDATE

Di reported that Imogen Clout (Voluntary Sector) and Phil Marshall (Head of Clifton Comprehensive School) had been appointed to the Board and Lesley Dabell (Voluntary Sector) and John Lambert (Head of Rawmarsh) had been appointed to the Executive Group.

8. DATES OF MEETINGS

The following proposed dates of meetings were submitted and agreed :-

CHILDREN'S BOARD – 2004 (to meet 1st Thursday in the month)

Thursday, 6 th May	10 am
Thursday, 3 rd June	10 am
Thursday, 1 st July	10 am
Thursday, 5 th August	10 am

CHILDREN'S EXECUTIVE GROUP - 2004 (to meet 2 weeks after the Board)

Thursday, 22 nd April	9 am
Thursday, 20 th May	9 am
Thursday, 24 th June	9 am
Thursday 15 th July	9 am
Thursday, 19 th August	9 am

9. CHILDREN BILL

Di circulated a copy of her information setting out the key points from the Children Bill.

Di reported that she was to discuss the way forward with the Corporate Management Team and with John McIvor.

10. 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.

11. CHILD PROTECTION ACTION PLAN

Roger Thompson presented the Agency Action Plans relating to previous overview reports. The report detailed the revised arrangements in place for producing, monitoring and implementing Action Plans. It was accepted that there was some backlog but the streamlined arrangements were designed to ensure satisfactory progress. Roger emphasised that the Serious Cases Sub-Committee were pursuing all relevant issues.

Board Members welcomed the improvements and emphasised the importance of being vigilant in meeting the Action Plans and improving the process, as an essential requirement of improving child protection.

Agreed:- (1) That the report be received and the position noted.

(2) That future reports be based on one combined Action Plan for each case, including input from all those involved.

(3) That Di and Roger meet to discuss the overall strategy and agree ways in which it can be successfully implemented and the process become effective.

(Exempt under Paragraph 6 – information relating to the adoption, care, fostering or education of any particular child)

12. SOCIAL SERVICES COMPLAINTS PANELS

Details of two Social Services complaints, as considered by the Cabinet on 10th march, 2004, were submitted and noted.

Councillor Kirk outlined a new procedure to be adopted which included him, as Cabinet Member for Social Services, receiving reports on all complaints relating to Social Services – Children and Families Services and that, in future, an action plan would be produced to ensure that the Panel's recommendations were implemented.

Agreed: That the position be noted.

(Exempt under Paragraph 4 - information relating to recipients of service provided by the Authority)

**DECISIONS OF THE CABINET MEMBER FOR
EDUCATION, CULTURE AND LEISURE SERVICES
20th April, 2004**

Present:- Councillor Boyes (in the Chair); Councillors Austen, Littleboy and Rushforth.

291. MINUTES

Resolved:- That the minutes of the meeting of the Cabinet Member, Education, Culture and Leisure Services held on 6th April, 2004 be received.

292. TONY MUNFORD

The Chairman reported the sudden death of Tony Munford, Principal Officer, Archives and Local Studies and praised his work within the Authority's Library Service over a great number of years.

293. SCHOOLS PFI PROJECT: NOT FOR PROFIT COMPANY

Consideration was given to a report of the Acting Strategic Leader Resources and Information which set out the arrangements for the establishment of the Not for Profit Company within the PFI Project.

The establishment of the Not for Profit Company, which should begin to operate during 2004/05, is part of the Schools PFI contract. Its purpose is to promote and manage third party/community activities within the project.

The principal aims of the Company are described in Appendix 1. However, its establishment is key to one of the principal aims of the PFI Project, that is, expanding the community use of schools. It also fits well with a local and national desire to promote extended schools.

Appendix 2 describes the proposed organisation of the Company, the main points of which are highlighted in the report.

Resolved:- (1) That the establishment of a Not for Profit Company as a consequence of the Schools PFI Contract be noted.

(2) That the Cabinet Member for Education, Culture and Leisure Services represents the Council as a Director on the Company Board.

(3) That the Company Secretary is Ian Gledhill, Principal Officer (Legal) of the Strategic Resources Team.

(4) That the registered office is the Civic Building.

(5) That the report be circulated to all headteachers and governors of PFI Schools.

294. ECLS BUDGET MONITORING REPORT – TO MARCH 2004

Consideration was given to a report of the Acting Executive Director on the performance against budget for the Education, Culture and Leisure Services Programme Area for the period – April to March, 2004.

In the financial year 2003/04 a number of issues have been identified which result in a reported overspend of £139,309 against the Programme Area's budget. The overspend consists of £15,064 for Education Services and £124,245 for Culture and Leisure Services. Accounts for the year are as yet open, and there may be some changes as a result of the close-down exercise.

The report includes budget monitoring statements for the period 1st April to 31st March 2004 for those areas of budget which are directly under the Programme Area's control i.e. non-school Education Services and Culture and Leisure Services.

Appendix 1 gave details on the overspend in Education Services and Culture and Leisure, the principal factors for which were highlighted in the report.

Action was taken to address the identified budget pressures and consequently the overspend position has been minimised.

Resolved:- That the report be received and the situation noted.

(The Chairman authorised consideration of the following item as a matter of urgency.)

295. ROTHERHAM ARTS CHARITY

The need to seek nominations to serve on the Executive Committee of the above organisation was raised.

Resolved:- That Councillors Boyes, Littleboy and Sangster, Guy Kilminster and Lizzie Alageswaran be appointed to Rotherham Arts as Trustees.

**DECISIONS OF THE CABINET MEMBER FOR
EDUCATION, CULTURE AND LEISURE SERVICES
27th April, 2004**

Present:- Councillor Boyes (in the Chair); Councillors Austen and Littleboy.

An apology for absence was received from Councillor Rushforth.

296. MINUTES

Resolved:- That the minutes of the meeting of the Cabinet Member, Education, Culture and Leisure Services held on 13th April, 2004, be received.

297. ADMISSIONS FORUM

Resolved:- That the minutes of the meeting of the Admissions Forum held on 1st April 2004 be received.

298. EDUCATION OF LOOKED AFTER CHILDREN

Resolved:- That the minutes of the meeting of the Education of Looked After Children held on 29th March 2004 be received.

299. ROTHERHAM LEARNING GRID

In accordance with Minute No. 288 of the meeting of the Cabinet Member, Education, Culture and Leisure Services held on 13th April 2004, the meeting welcomed representatives from RBT who had been invited to give a verbal update on aspects of the Rotherham Learning Grid work, with particular emphasis on the need to meet the target date for delivery.

Discussion took place on the partnership arrangement between the Council and RBT, a previous Ofsted inspection which had highlighted a weakness in the administration of ICT and the need to enhance this, and the level of service given to schools by the LEA in the provision of the Learning Grid.

Verbal update reports were given on the following areas of the roll out work:-

- network improvements/accessibility/critical pathways
- access to schools
- server infrastructure – concept work
- the role of ICT School Advisors/schools' responsibilities
- geographical hub sites – presently all Primary schools
- number of take-up sites
- ducting issues
- potential advantages of the infrastructure once installed
- need for close liaison with all building projects – both PFI and non-PFI

A comparison was made with the work previously carried out on the installation of the Library circulation system in 2001, which had since achieved Beacon recognition, and the success of the City Learning Centre.

Resolved:- (1) That the RBT representatives be thanked for their attendance.

(2) That an update report be submitted on a monthly basis.

(3) That arrangements be made for a presentation on the Rotherham Learning Grid to the Cabinet Member and Advisors, Education, Culture and Leisure Services and to the Lifelong Learning Opportunities Scrutiny Panel.

**CABINET MEMBER FOR EDUCATION, CULTURE AND LEISURE SERVICES
4TH MAY, 2004**

Present:- Councillor Boyes (in the Chair); Councillors Austen and Littleboy.

Apologies for absence were received from Councillor Rushforth.

300. MINUTES OF THE MEETING OF THE CABINET MEMBER FOR EDUCATION, CULTURE AND LEISURE SERVICES HELD ON 20TH APRIL 2004.

Resolved:- That the minutes of the meeting of the Cabinet Member, Education, Culture and Leisure Services held on 20th April, 2004 be received.

301. GRANTS FOR COMMUNITY ARTS PROJECTS

Further to Minute No. 211 of a meeting of the Cabinet Member, Education, Culture and Leisure Services held on 3rd February, 2004 consideration was given to a report of the Strategic Leader Culture, Leisure and Lifelong Learning which contained a list of grant applications for Community Arts Projects.

The Community Arts Grant Scheme was funded from the monies released following the cessation of the need to pay a subscription to Arts Council England, now Arts Council England, Yorkshire, (ACEY) who had been consulted on the proposal.

This was felt to be a fair means of allocating spend across Rotherham Borough in the support of local arts work.

ACEY approved this suggestion, particularly as it is aimed at increasing the number of applications to the ACEY for local projects. The annual budget for this purpose will in future be £10,000.

The Grant Scheme will eventually be awarded on an annual basis. However, to introduce the scheme, two rounds will be made this year.

An Arts Promotional event had provisionally been booked for 18th May, at which it was hoped to award successful applicants.

Resolved:- That the grant applications, as outlined in the report now submitted, be approved and welcomed.

302. BONFIRE AND FIREWORKS DISPLAY - NOVEMBER 2004

In accordance with Minute No. 236 of a meeting of the Cabinet Member, Education, Culture and Leisure Services consideration was given to a report of the Strategic Leader, Culture, Leisure and Lifelong Learning

which gave details of cost implications for the Council with Friends of Clifton Park Group holding a bonfire and firework display in Clifton Park in November, 2004.

The event has already been approved, but consideration needs to be given to any costs incurred due to Council involvement, in order to provide a safe and well organised professional bonfire and firework display for the people of Rotherham.

The display will be organised and funded through Friends of Clifton Park. The Friends Group have undertaken to raise all funds necessary through sponsorship.

The report gave details on the implementation of public safety and security measures, and of the involvement of Council staff.

It is hoped that this event will become a regular fixture in the events and activities programme, which was also an excellent example of true partnership working between the Council and a “Friends Group” to enhance the range of activities available in Rotherham.

Resolved:- (1) That the level of Council involvement in the Bonfire and Fireworks Display 2004 in Clifton Park be approved.

(2) That a further report be submitted on the outcome of the event.

303. 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 Paragraph 8 of Part 1 of Schedule 12A to the Local Government Act 1972.

304. WICKERSLEY NORTHFIELD J & I SCHOOL - AWARD OF STAGE I TENDER

Consideration was given to a report of the Architectural Manager, on the need to (a) seek authority to accept a Stage 1 partnering submission for the construction of new buildings at Wickersley Northfield Primary School (Teaching Environments for the Future) (b) to invite the preferred contractor to participate in Stage 2 of the process (the development of the final design and the construction documents) and (c) at the conclusion of Stage 2, to negotiate an open book basis a Target Cost contract for the works based on the rates for overheads and profits submitted at Stage 1.

The contract is for the construction of a staff suite, administrative accommodation forming a link between the two existing school buildings; and ‘on the spot’ work bases, to be located in and around the site.

The construction work is being procured using a two stage partnering

approach, as reported to and approved by Members on 6th January, 2004.

Stage 1 of the procurement process has involved DfES as principal funder of the project, together with Economic and Development Services Design Team.

Resolved:- (1) That a Stage 1 partnering submission from CBM Construction for the construction of new buildings and extensions to Wickersley Northfield Primary School (Teaching Environments for the Future) be approved, and the contractor invited to participate in Stage 2 of the process (the development of the final design and the construction documents).

(2) That at the conclusion of Stage 2, negotiations take place on an open book basis on a Target Cost contract for the works, based on the rates for overheads and profits submitted at Stage 1.

(Exempt under Paragraph 8 of the Act – the report contains information relating to the amount of expenditure proposed to be incurred by the authority under any particular contract).

**DECISIONS OF THE CABINET MEMBER FOR
EDUCATION, CULTURE AND LEISURE SERVICES
13th April, 2004**

Present:- Councillor Boyes (in the Chair); Councillors Austen, Littleboy and Rushforth.

285. MINUTES

Resolved:- That the minutes of the meeting of the Cabinet Member, Education, Culture and Leisure Services held on 30th March 2004 be received.

286. LEA GOVERNORS APPOINTMENT PANEL

Resolved:- (1) That the minutes of the meeting of the above Panel held on the 16th March 2004 be received and the content noted.

(2) That arrangements be made for the up to date map of the new ward boundaries for Rotherham MBC to be submitted to the meeting scheduled for the 20th April 2004, the map to indicate the position of all Rotherham schools.

287. RMBC LEISURE/JOINT SERVICE CENTRE PROJECT BOARD

Resolved:- (1) That the minutes of the meeting of the above Board held on the 19th March 2004 be received.

(2) That members be informed of the outcome of a meeting to be held with Planning Officers regarding planning permission issues in respect of new schemes, particular matters to be raised and clarified in relation to building on green belt land (e.g. the Aston development) and planning details to be more explicit as the term PRU's (Pupil Referral Units) recently resulted in confusion for members of the public.

**288. PROGRAMME AREA ICT ACTION PLAN 2003/04
4TH QUARTER PROGRESS REPORT**

Consideration was given to the content of a report presented by the Information and Performance Review Manager on the progress made up to 31st March 2004 against the ICT Action Plan.

The report indicated that performance against the Plan was:

- 59% of ICT Actions completed against a target of 100%
- 33% of Key Actions completed against a target of 100%

It was noted that a number of Actions had yet to be fully completed and it was anticipated that all of these would be completed by the end of the school year.

The report submitted set out:-

- a) the reasons why the percentage of actions completed in 2003/04 are significantly lower than the previous year;
- b) the areas of progress made and actions achieved since the last report;
- c) the actions still to be fully completed;
- d) the actions in the Plan that have not been met and the reasons for this.

Particular comments were made in respect of:-

- i) progress in respect of the Rotherham Learning Grid, the target being for it to be on line, for those schools involved, by September, 2004
- ii) the Annual School Survey situation as the work undertaken by RBT has had little time to be reflected in this year's survey
- iii) the difficulties in fully monitoring those areas not fully controlled by the Lea/schools
- iv) completion of the Management Information System, A Best Value review of all modules was to be done in June 2004
- v) involvement of RCT with Culture and Leisure Services. Discussions were ongoing in respect of Performance Management.

Resolved:- 1) That the progress outlined in the report submitted be noted.

2) That arrangements be made for the Project Manager responsible for the roll out of the Rotherham Learning Grid to attend the next meeting.

289. 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 Paragraph 8 of Part 1 of Schedule 12A to the Local Government Act 1972.

290. CLIFTON PARK MUSEUM – EXHIBITION DISPLAYS TENDER REPORT

Consideration was given to a report relating to a contract for the installation of exhibition displays in the refurbished existing building at Clifton Park Museum.

The installation work has been tendered for by specialist Museum fit out contractors, based on a pre-tender selection process.

Details of the tender process and submissions made were set out in the report, together with the price/quality evaluation of the tenders received.

Resolved:- (1) That based on the price/quality evaluation of the tenders received, the submission from Décor + Display Contracts for the installation of the exhibition displays at Clifton Park Museum be accepted and the firm be invited to participate in the design and preparation process.

(2) That negotiations take place with the contractor with a view to agreeing a Fixed Price contract for the works involved, based on the schedule of work and preliminary costs submitted in the current tender.

(3) That a report on the way in which the cost of the work will be met be submitted to the meeting, to be held on the 27th April, 2004.

**CABINET MEMBER FOR EDUCATION, CULTURE AND LEISURE SERVICES
11TH MAY, 2004**

Present:- Councillor Boyes (in the Chair).

Apologies for absence were received from Councillors Austen, Littleboy and Rushforth.

**305. MINUTES OF THE MEETING OF THE CABINET MEMBER FOR
EDUCATION, CULTURE AND LEISURE SERVICES HELD ON 27TH
APRIL 2004.**

Resolved:- That the minutes of the meeting of the Cabinet Member, Education, Culture and Leisure Services held on 27th April, 2004 be received.

306. TOURISM PANEL MINUTES

Resolved:- That the minutes of the meeting of the Tourism Panel held on 26th April, 2004 be received.

307. SOUTH YORKSHIRE CONNEXIONS LIMITED

Consideration was given to a report of the Community Learning and Young People's Services Manager on new arrangements for the Company governance of South Yorkshire Connexions Limited.

South Yorkshire Connexions Ltd. (CSY) is a company limited by guarantee that contracts with the Department for Education and Skills to deliver the Connexions Service throughout South Yorkshire.

RMBC is a founding member of the company and has a seat on the Board of Directors.

CSY has proposed new documents concerning company governance and approval is sought to allow the Director of Education, Culture and Leisure Services, or her/his nominated representative, to agree these documents and also for her/him to nominate the RMBC Board Member.

CSY has drawn up new Memorandum of Association, Articles of Association, Members Agreement and Internal Rules, and has used the opportunity to address other smaller matters to ensure the smooth running of the Company.

Resolved:- (1) That, subject to the approval of the Cabinet, the Director of Education, Culture and Leisure Services, or her/his nominated representative, agree the new governance documents of Connexions South Yorkshire Limited and any future changes.

(2) That, subject to the approval of the Cabinet, delegated authority be granted to allow the Director of Education, Culture and Leisure Services to nominate the RMBC Board Member of Connexions South Yorkshire Limited.

(3) That the report be referred to Cabinet for approval.

308. 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 Paragraph 8 of Part 1 of Schedule 12A to the Local Government Act 1972.

309. OPENING OF TENDERS - DEMOLITION OF SHEFFIELD ROAD SWIMMING POOL, ROTHERHAM.

The Cabinet Member opened four tenders for the following scheme:-

Demolition of Sheffield Road Swimming Pool, Rotherham.

Resolved:- That the Head of Asset Management evaluate the tenders and accept the appropriate tender in accordance with delegated powers.