

## **LIFELONG LEARNING OPPORTUNITIES SCRUTINY PANEL**

**Venue: Town Hall,  
Moorgate Street,  
Rotherham.**

**Date: Monday, 25 October 2004**

**Time: 10.00 a.m.**

### **A G E N D A**

#### **THEME OF MEETING - OUTDOOR LEISURE**

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

#### **PRESENTATION**

5. Leisure and Green Spaces Activities and Projects

#### **FOR MONITORING**

6. Grange Park Golf Course - Update (Pages 1 - 2)
7. Country Parks Update (Pages 3 - 4)

#### **FOR INFORMATION**

8. Longdendale Update (Pages 5 - 6)
9. Habershon House Update (Pages 7 - 8)
10. Minutes of the Previous Meeting of this Scrutiny Panel held on 20th September, 2004 (Pages 9 - 22)

11. Minutes of Meetings of the Cabinet Member, Education, Culture and Leisure Services (Pages 23 - 38)
12. Minutes of a meeting of the Performance and Scrutiny Overview Committee (Pages 39 - 50)
13. Minutes of a meeting of the Leisure Joint Service Centre Project Board (Pages 51 - 52)

**Date of Next Meeting:-  
Monday, 22 November 2004**

**Membership:-**

Chairman – Councillor St.John

Vice-Chairman – Councillor \*License

Councillors:- Barron, Burke, Cutts, Dodson, Hodgkiss, Kaye, Lee, McNeely, Swift, Thirlwall and  
Turner

Co-optees:- Ms. C. Cox, Mr. P. Eyre, Rev. A. Isaacson, Mr. R. Newman, Ms. S. Underwood and Mrs.  
J. Williams Mr. T. Belmega, Mr. T. Brown, Ms. J. Carroll, Mr. J. Dalton, Kath Henderson, Mr. G.  
Lancashire, Mr. J. Lewis, Miss E. Marsh, Mr. L. Morton, Mr. S. Radford and Mr. K. Stoddart

**Grange Park Golf Course – Update****Lifelong Learning Opportunities Scrutiny Panel****Monday 25<sup>th</sup> October 2004****Steve Hallsworth****Business Manager Leisure & Green Spaces**

A decision was taken by members in September 2003, for officers to explore the possibility of a third party taking responsibility for the management and operation of Grange Park Golf Course.

The first stage of this process was to work through a range of issues identified by GDG Acornbridge, the specialist golf consultants, appointed by the council to carry out the initial options appraisal.

The issues included:

- putting together detailed information about the golf course (e.g. trading information, lists of fixtures and fittings, property contracts, etc)
- agreeing new lease arrangements with the resident golf club
- establishing marketing materials and time table
- drafting terms of lease for potential third party management organisation
- commission building surveys
- etc

The majority of this work was completed by the end of September 2004.

An advertisement was placed in a number of relevant journals during the week commencing 11<sup>th</sup> October 2004. There was also a press release sent out towards the end of the same week.

Advertisement:

Leisure Opportunities  
Golf weekly  
Yorkshire Post  
Buy Local

Press Release

Rotherham Advertiser  
Yorkshire Post  
Sheffield/Rotherham Star

Organisations responding to the advert will receive an information pack. This pack provides brief details on the course and its potential. It also confirms that the council wishes to maintain the course as a municipal, pay and play, open access course.

Interested parties are required to submit their initial expressions of interest by Monday 8<sup>th</sup> November. In doing so they will need to provide:

- a brief description of their business track record and experience relevant to golf courses
- trading accounts for the last two years
- names of key personnel to be involved in the control and management of Grange Park;
- a brief description of their vision for Grange Park if they were to be the successful bidder including any thoughts on capital expenditure and development plans; and
- an outline statement confirming their proposed method of operation, and in particular in relation to pricing

From the initial expressions of interest a shortlist will be drawn up, and those parties selected will be asked to provide detailed proposals. In order for selected parties to make such proposals RMBC will make available a substantial information pack to guide bidders.

A closing date for detailed bids will be announced at the time and it is likely that the leading bidders will be asked to make a formal presentation to key decision makers at RMBC.

Proposals will be carefully judged against RMBC's key objectives and the experience and financial soundness of the bidder.

The intention is for the successful third party to take responsibility for the course during the months of February or March 2005.

**CULTURE, LEISURE AND LIFELONG LEARNING  
LEISURE AND GREENSPACES  
Briefing Note**

**Subject: Country Parks Update**  
**Date: October 2004**  
**Author: Phil Gill, Green Spaces Manager**

**1. Introduction**

Rotherham's three country parks continue to play an important role offering visitors safe, affordable access to the countryside recreation and wildlife habitats. With their relatively good level of on-site facilities, staffing and events, they demonstrate standards that the Council seeks to achieve at other key green spaces across the Borough.

**2. Visitor Numbers and Financial Performance**

Rother Valley (including Watersports)

552,000 visitors to end August - estimated total for year 750,000.

Budgeted net expenditure (2004-05) - £408,150

Budgeted income (2004-05) - £313,000

Income and expenditure expected to come in on target.

Thrybergh

Estimated total visitors this year 350,000 (note - visitor numbers not recorded)

Budgeted net expenditure (2004-05) - £122,685

Budgeted income (2004-05) - £64,835

Income expected to come in on target. Expenditure may be slightly over target due to taking over of café.

Ulley

Estimated total visitors this year 200,000 (note - visitor numbers not recorded)

Budgeted net expenditure (2004-05) - £96,040

Budgeted income (2004-05) - £21,825

Income and expenditure expected to come in on target.

**3. Recent Activity and Developments**

Rother Valley

- Mill Pond - new fountain, fish and plants
- New maps/interpretation boards
- Visitor centre - new audio-visual presentation, observation bee hive, and bird-box camera
- Café - redecorated, re-equipped and new menu after take over
- Footpath development with Public Rights of Way Unit
- Tree planting for shade in open areas
- New bird feeding area

- Watersports re-equipped with sailing boats, pedalos, rescue boat, kayaks, bicycles and other equipment
- Major event - Sealed Knot 'Battle in the Park' attracted over 20,000 visitors and media interest
- Numerous other events (full details available on request)
- Renewed marketing effort, including leaflet and web-site development.

### Thrybergh/Ulley

- Footpaths relaid
- Improved access for disabled anglers
- New bird hide and feeding area at Thrybergh
- Improved facilities at Thrybergh Camp Site leading to increased visitor numbers
- Thrybergh Café - redecorated, re-equipped and new menu
- Refurbished fishing pegs at Ulley
- Improved programme of events (details available on request)
- Enhanced site management by Country Parks ILM scheme, now ended due to funding reductions
- Maintenance and monitoring of Thrybergh Reservoir following inspection
- Refurbishment of cottage at Thrybergh providing new office and education/meeting room.

## **4. Future Plans**

### Rother Valley

- Participation in Country Parks Network Green Flag Pilot Scheme
- Improved footpaths and woodland/nature reserve management
- New site signage and information displays
- Rewiring of visitor centre
- Improved grounds maintenance through in-house delivery
- Resurface watersports areas
- Disabled changing facilities in watersports
- Feasibility study for new café/tea room in bungalow, and visitor reception point, shop and interactive display in café
- Further liaison with Oak Holdings regarding Yes! Project

### Thrybergh/Ulley

- New maps and interpretation boards
- New volunteer programme
- Visitor centre/shop improvements
- Possible filter bed restoration as wildlife study area
- Further camp site improvements

**LIFELONG LEARNING OPPORTUNITIES SCRUTINY PANEL**

**Author:- Rod Norton, Young People's Services Manager**

**Date:- 3<sup>rd</sup> November, 2004**

**Scrutiny Report – Longdendale Outdoor Education Centre**

**Current Situation**

The plans for the proposed rebuild of the centre are complete and have been agreed with Young People's Services. They have been submitted to Peak Park Planning Committee and are being used as the basis for a tender document, which is in the process of being drawn up and will be sent out at the end of November.

The tenders will be in by the end of December and at that point the true cost of the project will be known. A report to CMT will be needed at this stage for permission to proceed.

The time scale for rebuilding would require a start in April 2005 with a completion date of August 2005.

**Time Scales**

November 2004	Tender document prepared and sent out.
December 2004	Tenders returned by 20 <sup>th</sup> of month.
January 2005	Negotiations with loss adjuster to agree costs.
January 2005	CMT approval gained.
April 2005	Work starts on new centre.
April 2005	Bookings for new centre open with schools.
August 2005	New building handed over.
September 2005	Commissioning of new building by staff.
October 2005	First groups use new centre.

**Current Alternative Provision**

The provision of residential has been accommodated at Crowden Youth Hostel since the fire in 2002. The hostel is available for most weeks of the year but not weekends and crucially some weeks in the summer when it is booked out year on year to other groups. The domestic staff comes with the hostel so the original RMBC staff were made redundant in the autumn of 2002. The instructional staff were moved to Ulley Activities Centre and employed on other work, while retaining the ability to deliver residential work as required.

The Youth Hostel has not been popular with some of the traditional users and as a result they have not booked with the centre.

## User Groups

There have been twenty-two separate group bookings using Crowden Youth Hostel this calendar year so far.

## Cost to RMBC

### The position in 2002

In 2002, the year the centre burnt down, the bookings gave a predicted income of £140,000, which was slightly in excess of the outgoings including salaries and running costs.

### Projected costs 2005 onwards

A business plan for the next three years is being developed which aims to achieve the same breakeven position by 2008. The first year 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 use 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 it's opening target of October 2005.

A deficit of £10,000 is predicted in the first year and a budget bid for this amount has been submitted.

## Appendix 1

### LONGDENDALE RESIDENTIAL CENTRE INCOME & EXPENDITURE

Financial part-year prior to fire

Total income from 1st April to 5 <sup>th</sup> September 2002.	£83,201.00
Total expenditure from 1st April to 5 <sup>th</sup> September 2002.	<u>£80,687.38</u>
Surplus	<u>£2,513.62</u>



**LIFELONG LEARNING OPPORTUNITIES SCRUTINY PANEL**

**Author:- Rod Norton, Young People's Services Manager**

**Date:- 3<sup>rd</sup> November, 2004.**

**Scrutiny Report: Habershon House****History**

The Habershon family of Rotherham built Habershon House at the turn of the century and left in trust to RMBC in the early seventies. The trust document stipulates that the house be used for the benefit of the young people of Rotherham. The centre has operated for Rotherham schools and user groups since then.

**Facilities Provided**

The house sleeps 42 young people with room for 6 staff. Facilities for young people with disabilities include a specially adapted bedroom and toilet. Disabled access is being added at the present time. The centre has a classroom area as well as a large dining room that can be used as a work area, mini bus and driver are available if needed and the centre has large grounds, which are fenced and gated

The Head of Centre, Christine Fitton, is responsible for a domestic staff of 4 and acts as the main contact person for visiting groups. She is available to advise schools about programs they might wish to deliver and to ensure that they have the information about the location.

Facilities have been greatly improved in recent months due to extensive building works. A new roof, electrical wiring, disabled access/facilities and a window replacement programme have all increased the standard of accommodation.

**Usage**

The main user groups are Rotherham Primary Schools.

Currently the booked usage of the centre for 2004/5 is 50%, although we would expect to reach about 60% by the end of the year when the late bookings have come in.

School usage varies depending on several factors.

- Staff is the key to the popularity of Habershon House and when members of staff move on from a school there is sometimes no one left at the school willing to take on organising the visit.

- Some schools have arrangements with hotels who provide off-season, very cheap, deals and probably provide a higher level of accommodation for the staff. However, this sometimes means less satisfactory conditions for the young people who share rooms.
- Location is a third factor, given that some schools prefer to visit other parts of the coast.

A common factor of schools using the centre is the commitment of the staff who regularly organise the visits and the curriculum links that the schools make during their program.

Work has been undertaken this year on linking with schools at Key Stage 2 and offering support in this area.

### **Cost to RMBC**

2001/2002	£27,000
2002/2003	£34,000
2003/2004	£39,000

The last two years have seen the centre shut for extensive repair work which has resulted in lost weeks of income.

**LIFELONG LEARNING OPPORTUNITIES SCRUTINY PANEL  
MONDAY, 20TH SEPTEMBER, 2004**

Present:- Councillor St.John (in the Chair); Councillors Barron, Burke, Cutts, Dodson, Hodgkiss, Kaye, License, McNeely, Swift, Thirlwall and Turner.

(none) Ms. J. Carroll, Mr. J. Dalton, Miss E. Marsh and Mr. K. Stoddart

Apologies for absence:- Apologies were received from Tony Belmega, Kath Henderson, Alan Isaacson and Steve Radford.

**35. DECLARATIONS OF INTEREST.**

There were no declarations of interest.

**36. QUESTIONS FROM MEMBERS OF THE PUBLIC AND THE PRESS.**

There were no questions from members of the public or the press.

**37. CHILDREN AND YOUNG PEOPLE'S BOARD SCRUTINY WORKING PARTY**

Further to Minute No. 25 of a meeting of the Lifelong Learning Opportunities Scrutiny Panel held on 6<sup>th</sup> September, 2004, consideration was given to a request for further nominations to be made.

One councillor and one co-optee was required.

Councillors Barron and McNeeley have already been nominated.

Resolved:- That Councillor Hodgkiss be nominated on the above Working Party.

**38. CITIZENSHIP CURRICULUM REVIEW (19TH/20TH OCTOBER)**

Further to Minute No. 26 of a meeting of the Lifelong Learning Opportunities Scrutiny Panel held on 6<sup>th</sup> September, 2004, consideration was given to the need to nominate two more members to serve on the above Review Group.

Councillor Turner has already been nominated.

Resolved:- That Councillor Burke be nominated to serve on the Citizenship Curriculum Review Group.

**39. ADULT LEARNING REVIEW**

Further to Minute No. 27 of a meeting of the Lifelong Learning Opportunities Scrutiny Panel held on 6<sup>th</sup> September, 2004, consideration was given to the need to nominate up to five panel members to join

Councillor St. John in order to carry out the work of the above Review Group.

Resolved:- That Councillors Kaye, McNeely, Swift and Turner be nominated to serve on the Adult Learning Review.

**40. VISIT TO FERHAM CENTRE**

In response to a request from Members of the Scrutiny Panel to visit Ferham Centre, expressions of interest were sought.

Resolved:- (1) That, in meeting the availability of Members present, the visit take place during the morning of Monday, 4<sup>th</sup> October, 2004.

(2) That Delia Watts, Scrutiny Advisor write to all Members of the Scrutiny Panel and confirm the details of the visit.

**41. ROTHERHAM GRID FOR LEARNING**

Dawn Rowley, Information & Performance Review Manager, gave a presentation on a vision for the future of the Rotherham Grid for Learning, and a report on progress to date.

Rotherham Grid for Learning was a development of a technological IT infrastructure that challenges present thinking in order to amplify intellectual capabilities, and gave people the power to control their learning process.

The vision was to raise participation in learning throughout age ranges in order to raise attainment.

The presentation covered:-

- We're Thinking Differently
- Learning Aims
- A Connected Community for Rotherham
- Our Starting Point
- Why Do We need Partners?
- Our Progress
- What's in it for Subscribers?
- Is it affordable?

The presentation gave examples of how the system could transform the way learners collaborated across Rotherham schools through on-line support and content.

The involvement of parents was of great importance and was a factor which was being encouraged in order for them to use their ability to support the learning process.

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

- What is the marketing strategy?

A feasibility study is being undertaken to determine what to market and to whom. This entailed widening the Broadband access through links with Library networks, National Health Service and small medium sized enterprise. Further information on this would be fed back to the Scrutiny Panel.

- Need to avoid duplication within schools when developing content.
- Microsoft charges – possible to download other systems for free from Internet/Libraries

Content Development Group established – in addition, individual schools to become specialist schools to lead on development and content. School Improvement Service involved. Need to ensure content meets the curriculum requirement and that full use is made of latest development in IT. Key element of Grid was to offer industry standard quality.

- Need for early training on keyboard skills

Council Development of keyboard skills was being addressed within the in terms of barriers to using technology.

- Need for technical help to be available to schools alongside connection to Grid. Retention of technical staff within the Authority due to differentials in pay compared to external Organisations.

It was now hoped that changes in pay scales would be sufficient to retain staff.

Resolved:- That Dawn Rowley be thanked for an interesting and informative presentation.

#### **42. EVALUATION OF THE LEA OFSTED INSPECTION ACTION PLAN**

Consideration was given to a report of the Strategic Leader School Improvement containing details of the final review report and evaluation of the progress against the recommendations contained in the Ofsted Report (October 2001).

The report explained that the first Ofsted Action Plan was submitted at the end of January 2002. The reported strategy for monitoring the Action Plan includes reporting to members on progress. The Action Plan was re-written for January 2004 as a number of the original targets and proposed actions had either not been achieved or were no longer valid due to the changing education agenda.

Of the original eleven recommendations six (4, 6, 7, 9, 10 and 11) action plans and associated targets have been fully achieved. The remaining five recommendations have seventeen associated activities. Of these all targets have been achieved for ten of them. The remaining activities (1d, 2a, 2f, 2h, 3a, 5a and 8b) have seventeen targets that have not been achieved, as detailed in Appendix A.

It is proposed that any outstanding actions and targets will be referred back to the appropriate head of service for inclusion in the Service Business Plan.

It was noted that an update report on uncompleted actions is to be submitted to future meetings of Cabinet Member, Education, Culture and Leisure Services.

A question was raised with regard to an outstanding target on a clear definition of the role of the scrutiny committee.

The Strategic Leader School Improvement pointed out that this had arisen before scrutiny procedures had become a requirement of the Council. A great deal of progress had been made in this area, most of which had been completed in January, 2004, only leaving the one outstanding item.

Delia Watts, Scrutiny Adviser, explained that the Assistant Chief Executive had commissioned work to address the best way forward on all the existing policies. The second version of a report on this matter would be referred to this Scrutiny Panel.

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

(2) That a full copy of the Ofsted Action Plan Review: January-June 2004 be placed in the Members' library and on the Council website.

(3) That further reports on outstanding actions and targets be referred back to this Scrutiny Panel.

**43. PERFORMANCE INDICATORS - ECALS 2004/05 1ST QUARTER REPORT**

Consideration was given to the 1<sup>st</sup> Quarter Performance Indicators Report for the Programme Area for 2004/05.

The report outlines performance at the end of the 1<sup>st</sup> quarter 2004/05 against targets, with comparisons against 2003/04 actuals and 2002/03 All England top quartile authorities.

Summaries of the risk assessments are shown as Low, Medium and High Risk. Risk is assessed by PI managers' projection of year-end performance, taking into account any known internal or external

influences, and comparing against published 2004/05 targets.

The report pointed out that where risk is highlighted as “High”, action plans to address performance are in place and an update will be reported to Members within the 2<sup>nd</sup> quarter report.

Attention is drawn to seven actions for which developments and emerging issues had arisen.

Members of the Scrutiny Panel raised questions on the following areas of work:-

- Number of complaints – lack of service - how many are justified?

National drive to encourage Local Authorities to have truancy patrols. This was only one indicator of the number of truancy strategies and is a low risk, a figure of 55 being the total for the previous financial year. Quite a number of factors had been around the closure of swimming pools and library door at the back of the Central Library.

The Acting Executive Director gave an assurance that staff within the Education Welfare Service were doing an excellent job, having received National recognition on performance to improve attendance.

Delia Watts, Scrutiny Adviser, referred to the Work Programme of the Scrutiny Panel and pointed out that a one day scrutiny review was to take place on managing pupils’ behaviour in school. This could combine the issue of truancy.

- Was an Action Plan in place to address permanent exclusions?  
The Acting Executive Director advised that the Action Plan will address both issues of exclusion and truancy. It was believed this would show performance in comparison with other Local Authorities, and reflect well on Rotherham Schools and the support from the LEA, all of which could feed into the review on exclusion matters.

The Chair made the point that whilst it was good for the Local Authority to allocate funding to schools in cases of children with behavioural difficulties, it was not always possible for a school to free up a member of staff to deliver a system to allow that child to stay within the normal school system.

Ann Clegg, Acting Head Inclusion Support Service, pointed out that Rotherham was a relatively low excluding Authority. It was not viewed as a long term problem and certainly the number of initiatives within schools across the Authority were proving to be beneficial.

- One Member asked if it was possible to have up to date information regarding the correlation between non-attendance and crime.

The Acting Executive Director made reference to a slightly more positive aspect in terms of information from DfES, which indicates a strong correlation of attendance and pupil attainment.

Resolved:- That the Performance Report be received.

#### **44. BEST VALUE REVIEW LIFELONG LEARNING**

In accordance with Minute No. 27 of a meeting of the Cabinet Member, Education, Culture and Leisure Services held on 20<sup>th</sup> July, 2004, consideration was given to the contents of a first termly monitoring report of the Action and Improvement Plan arising from the recommendations which have come out of the Best Value Review of Lifelong Learning completed in June, 2004.

The review sets out the Council's lifelong learning objectives, incorporating key outcomes that have been identified as being essential to achieving the aims as set out in the Best Value Review Report.

The report identifies areas for improvement and development within the following age profiles into which the Review was divided:-

0-4  
4-14  
14-19  
16-24  
Adults  
50+

Suggested improvements concentrate on more efficient, more effective and customer-focused service delivery, with the aim of raising levels of school and service performance and levels of learners' achievement and attainment.

Reference was made to particular areas of work in each of the age profiles for which achievements had been made:-

- 0 – 4 provision  
Delivery of services in respect of disadvantaged groups
- 4-14 provision  
Monitoring of exclusions  
Broadband connection - Rotherham Learning Partnership  
Community On-Line Learning Project
- 14-19 provision  
Working with Strategy Group (Rotherham Learning Partnership)  
to develop a clear a coherent vision
- 16-24 provision



Implementation and delivery of Mentor's Allowance  
Co-ordinators in all schools

- Adults  
Quality Assurance framework – External Scrutiny Committee established
- 50+ provision  
Recognition of the changing age profile and economic demands of the Rotherham Learning Community over the next decade  
Geographical communities identified  
Increased number of learning venues
- Cross-cutting provision  
Promotion of the role schools play in the Schools Forum  
Fair Funding and Finance Strategy Team

In most areas, work had been delivered on target in achieving the work which the review had set out to do.

Termly monitoring reports would be presented to Cabinet Member, Education, Culture and Leisure Services.

Resolved:- (1) That the content of the Lifelong Learning Best Value Action and Improvement Plan and the measures undertaken to monitor its recommendations be noted.

(2) That future monitoring reports, on outstanding issues only, be presented to this Panel.

**45. ROTHERHAM CIVIC THEATRE**

Further to Minute No. 163 of a meeting of the Lifelong Learning Opportunities Scrutiny Panel held on 24<sup>th</sup> March, 2003, consideration was given to an update report on recommendations from the Scrutiny Review report published in April 2003.

The Review had taken place following concerns about the future of the Civic Theatre from some of the Societies that use it. At the time the complaints had centred around the quality of the reception and box office process.

In terms of the long term view, the review had been very beneficial.

Progress has been made on a number of the recommendations in the report. However, certain recommendations have not been possible to progress fully owing to budgetary and staffing considerations.

The focus of activity currently is around developing a sound business case for the replacement of the Civic Theatre with a new town centre

theatre as part of the town centre master plan for the Urban Renaissance of Rotherham.

The Cultural Strategy, adopted by the Council, is clear in its ambitions for the performing arts within the Borough, clearly the Civic Theatre and Arts Centre remaining at the centre of provision.

The meeting raised the following issues:-

- Smoking in public places
- Initiatives to attract ethnic minority audiences
- Rothercard concessions
- Content of Programme of Events

Resolved:- That the progress to date against the action plan recommendations be noted.

#### **46. NEW SWIMMING POOLS PROVISION**

Steve Hallsworth, Business Manager, Leisure and Green Spaces, gave a verbal update on the provision of new swimming pools within Rotherham.

A market brief had been issued in June, 2004. This was a formal invitation for organisations to register interest in being partners to develop facilities.

It was planned to build on five new sites – Wath, Maltby, Aston and St. Ann's (swimming pools) and Herringthorpe (Leisure Centre). These developments are linked to Schools PFI and other funding initiatives that will build community facilities on school sites.

Negotiations were currently taking place with potential bidders. A consortium of builders, architects, facility operators and facility managers would ensure the partnership was robust and bidders would be given 3-4 months to produce detailed bids.

During that process there will be consultation with members, staff and potential users.

It was hoped to be in a position to sign contracts around October, 2005 following detailed negotiations with the bidder, and to complete build on all four sites by August, 2007.

In terms of current facilities, it was intended they remain open for as long as possible, and for staff to be transferred for training purposes and familiarisation with new facilities.

In the case of Herringthorpe, it was not yet known whether build would be on the same footprint.

A lengthy discussion ensued on the following issues:-

- number of lanes in new pools

Reference was made to facilities at Ponds Forge and the views of Rotherham Metro Club and the Amateur Swimming Association. It was pointed out that meetings had taken place with the Amateur Swimming Association and that the proposed provision did meet recommendations in the ASA Strategy Document. In addition, the Council had to consider the needs of all user groups and take into account other facilities across the boundaries. The issue of 8 lanes related to the need for swimmers to achieve times which allow them to enter certain Galas, this was only needed 3 or 4 times a year. The new facilities in Rotherham will meet the needs of day to day training and of regular galas.

- 50 metre pool - need to offer facilities to enable people to participate at the highest level – and attract elite sportsmen/women to the area – link between elite sports and mass participation

There were funding implications and a 50 metre pool within easy access to Rotherham at Leeds. A facility such as Ponds Forge in Rotherham would be difficult to sustain and would require funding from national sources. An alternative was to work with other Authorities across South Yorkshire to produce a South Yorkshire Club and more National funding obtained.

- Parochial issues - need to take greater account of local Metro Club's view as opposed to Amateur Swimming Association

Rotherham is developing a swimming strategy, which will consider all swimming development from beginners through to talent development. This will be based on standard sports development principles, creating pathways for participants who take account of local, regional and national structures. Work with Rotherham Metro Club would continue, both to support the club and to look at ways forward.

- Access issues for disabled persons

All new pools will meet the requirements of the Disability Discrimination Act and Accessibility Groups had been represented in the planning process.

- Size of management team seems small when referring to management of 8 pools as opposed to 6 pools

There were issues about extra lanes which would generate increased cost and a series of options could be considered in terms

of management.

- Did the rebuild at Herringthorpe include the refurbishment of the athletics track and stadium?

The track had recently been upgraded through funding from Sport England. However, part of the proposals for the whole site does take account of the changing facilities.

- Need to ensure facilities are modern and futuristic

Bidders would be asked to provide "refresh" clause for which a financial model had been programmed in. In terms of facilities around the pools, bidders would be asked to come forward with ideas.

Three areas are on school sites so pools will be integrated with a whole range of facilities, many of which will be new build and become the heart of the communities.

- Need for a fair pricing structure

A pricing principle had been agreed.

- Reference was made to facilities visited at Middlesborough pools

Both pools were as a result of careful planning linked to opportunism. Funding in Rotherham had been through DCMS credits and other methods. Not only did it deliver the health agenda for the nation but schools had programmed extra curriculum activity for all children.

The Cabinet Member, Education, Culture and Leisure Services made reference to the health figures for Rotherham. It was hoped the new facilities would encourage more people in Rotherham of all ages and ethnic backgrounds to become involved in active leisure. Excellent work was taking place to involve children from schools' point of view and decisions had been taken for the benefit of the majority of users, as opposed to the small number of elite sportsmen/women. All new facilities would be up to date and inviting.

Resolved:- That the information be received and noted.

#### **47. BUDGET MONITORING REPORT - AS AT JUNE, 2004**

Consideration was given to a budget monitoring report, as at June, 2004, submitted by Pete Hudson, Strategic Finance Officer.

The report gave details of the forecast performance against 2004/05 Budget for the Education, Culture and Leisure Services Programme Area

based on performance to the end of June, 2004.

The Programme Area is currently forecasting to spend to budget for the financial year. However, the report does identify some potential underlying pressures.

Two potential pressures within Education Services are as follows:-

Education Transport  
Human Resources – Services traded with Schools

One Member raised an issue concerning virement which had taken place.

The Acting Executive Director explained that some budgets overspend and others underspend but that any significant virements are reported to Cabinet Member meetings in accordance with Financial Regulations.

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

(2) That an issue raised regarding viirement be discussed with the Head of Corporate Finance.

**48. 2004/05 WORK PROGRAMME**

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 Work Programme covered suggested themes, presentations, and work to be monitored by the Scrutiny Panel from September, 2004 – July, 2005.

The following meeting of the Scrutiny Panel was to consider information relating to outdoor leisure.

The Scrutiny Panel meeting in November was to consider the management of children's behaviour in schools, truancy and associated issues. A suggestion was made that the November meeting may be extended to an all day event, further details on which would be given at the next meeting.

Resolved:- That the Outline Work Programme 2004/05 as at 10<sup>th</sup> September, 2004 be received.

**49. LIBRARY & INFORMATION SERVICES - PROGRESS REPORT - NEW DEVELOPMENTS**

Consideration was given to a report of Guy Kilminster, Libraries, Museums and Arts Manager which gave details of the progress made within the Library and Information Service over the last three years, to

move the Service towards meeting the Public Library Standards. The Service now meets 19 of 26 Standards compared to 5 of 28 in 2001.

Every library now offers free access to computers and the internet, there is a greatly improved range of books and audio visual material. Services to children, older people and minority groups are improved. Usage was up by 20% in 2003-2004 and the satisfaction rating of library users was 93.3% (BVPI 118c).

However, Library Standards are now changing and the quality threshold will be raised for 2005-2006. The satisfaction rating amongst the general population is only 61% (suggesting not enough people know about the improvements). Usage, although increasing, has still not met the Public Library Standard and book issues are only slowly increasing. Further improvement is required and the Service is working hard to build upon the investment of the last three years.

The Government's 10 year vision for the public library service ('Framework for the Future...' – published February 2003), identified the key areas for services to focus on:

- Books, learning and reading
- Digital citizenship
- Community and civic values

The minimum standards expected of a public library service had been set against each of these areas of activity.

In addition users satisfaction with the Service has improved. The BVPI 118 returns for 2003/2004 were:

- a. Found a book to borrow 79.3% (target 65%)
- b. Found the information they were looking for 75.6% (target 75%)
- c. Were satisfied with the library overall 93.9% (target 75%)

Every Library now offers free access to computers and a free e mail address for all members of the community.

The report highlighted a shortfall in the delivery of additional opening hours, as a result of the realignment of Neighbourhood Renewal Funding, which would also mean that improvements against the eight stock related Public Library Standards will be slower than anticipated.

Other issues of concern related to:-

- quality of buildings
- need for improved marketing across the Council
- better communication with users
- decline in books issued – National trend

In view of people now buying more books, it is felt important to invest in good quality books within the Library Service, which it was felt offered a cross-cutting public Service which is used by the Audit Commission as a part of the evaluation and scoring of the Authority for Comprehensive Performance Assessment and Best Value Performance Indicators.

Phil Rogers, Strategic Leader, Culture, Leisure and Lifelong Learning, reported that the Library Service has recently been recommended for the Charter Mark award which would be the first such award for the Authority. In addition, National research continued to show that of all the Arts and Library Services, Libraries is the facility that benefits all groups.

As the current trend was to buy more books rather than borrow, and the fact that specialist books were very expensive, work to improve the Service would continue. However, the use of Libraries within Rotherham had risen by 20%.

Members of the Scrutiny Panel raised the following issues:-

- Use of internet for downloading
- Budget for the purchase of new books
- Book donations for use in Libraries
- Use of Compact Discs
- Need to improve entrances to encourage usage
- Need to encourage all children to enrol at local library
- Development of wireless networks in mobile libraries to maximise IT access – and other initiatives concerned with alternative premises to fill such gaps in provision

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

(2) That the Scrutiny Adviser and Libraries, Museums and Arts Manager liaise regarding the use of inexpensive software packages within Libraries.

(3) That the Libraries, Museums and Arts Manager extend the Scrutiny Panel's thanks to the library staff for their efficient and courteous manner.

**50. MINUTES OF THE PREVIOUS MEETING OF THE LIFELONG LEARNING OPPORTUNITIES SCRUTINY PANEL**

Resolved:- That the minutes of the previous meeting of this Scrutiny Panel held on 6<sup>th</sup> September, 2004 be received and accepted as a true record.

**51. PREVIOUS MINUTES - CHILDREN AND YOUNG PEOPLE'S BOARD SCRUTINY WORKING PARTY**

Resolved:- That the minutes of a meeting of the Children and Young

People's Board Scrutiny Working Party held on 18<sup>th</sup> August, 2004 be received.

**52. LEISURE/JOINT SERVICE CENTRE PROJECT BOARD**

Resolved:- That the minutes of a meeting of the Leisure/Joint Service Centre Project Board held on 25<sup>th</sup> August, 2004 be received.

**53. PERFORMANCE AND SCRUTINY OVERVIEW COMMITTEE**

Resolved:- That the minutes of a meeting of the Performance and Scrutiny Overview Committee held on 20<sup>th</sup> August, 2004 be received.

**54. SCHOOL CROSSING PATROL STAFF**

An issue was raised regarding a problem of a lack of School Crossing Patrol in one particular area.

The Acting Executive Director explained that the budget for School Crossing Patrol staff had recently been transferred to the Economic and Development Services Programme Area.

**55. OFF STREET MOTORCYCLING**

An issue was raised regarding the secondment of an Officer to deal with off street motor cycling matters.

Resolved:- That the Business Manager, Leisure and Green Spaces look into this matter and report back to the Member concerned.



**EDUCATION, CULTURE AND LEISURE SERVICES**  
**17th August, 2004**

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

**37. EDUCATION OF LOOKED AFTER CHILDREN**

Resolved:- (1) That the minutes of the meeting of the Education of Looked After Children held on 19<sup>th</sup> July, 2004 be received.

(2) That the Acting Strategic Leader, Inclusion arrange an appropriate system by which Best Value Performance Indicators on this matter are referred to Cabinet Member, Education, Culture and Leisure Services.

**38. CHRISTMAS CARNIVAL CO-ORDINATING GROUP**

Resolved:- (1) That the minutes of a meeting of the Christmas Carnival Co-ordinating Group held on 15<sup>th</sup> July, 2004 be received.

(2) That further information be sought on the most appropriate location for Santa's Grotto.

**39. LEA GOVERNORS APPOINTMENT PANEL**

Resolved:- That the minutes of the meeting of the above Panel held on 6<sup>th</sup> July 2004 be received.

**40. BUDGET MONITORING REPORT**

Consideration was given to a report of the Strategic Finance Officer on the forecast performance against 2004/05 Budget for the Education, Culture and Leisure Services Programme Area based on performance to the end of June 2004.

The report pointed out that the Programme Area is currently forecasting to spend to budget for the financial year. However, some potential underlying pressures have been identified.

The Programme Area is currently forecasting a break-even position by March 2005, although this is subject to further investigation and evaluation of two potential pressures within Education Services. These are:-

- Education Transport
- Human Resources – Services traded with Schools

Resolved:- (1) That the report be received and the action being taken to budget for the financial year noted.

(2) That the Acting Strategic Leader, Inclusion submit a report to a future meeting on the current developments and progress regarding transport.

(3) That the outcome of negotiations with RBT regarding the Human Resources – Services traded with Schools budget be brought to a future meeting.

**41. CONSULTATION ON ADMISSION ARRANGEMENTS FOR THE 2006/07 ACADEMIC YEAR**

Consideration was given to a report of the Acting Strategic Leader, Resources and Information regarding details of a proposed minor change to the admission arrangements for the 2006/2007 Academic Year, before the appropriate consultation takes place.

There are no proposed amendments to the admissions criteria for community and controlled schools. However, the LEA must consult on any proposed changes to the co-ordinated admission arrangements, and a minor amendment to the scheme relating to secondary schools is proposed.

The change was with regard to the offer of a single place in respect of the co-ordinated scheme for secondary school places, which, in effect, was extended beyond Rotherham to include all South Yorkshire for the admission year 2005/06. The recently published Education (Co-ordinating of Admission Arrangements) (Secondary Schools) (England) (Amendment) Regulations 2004 now confirm this action.

There is now the opportunity to extend this to Rotherham's other bordering LEAs – Nottinghamshire and Derbyshire and it is proposed that the scheme is amended to accommodate this.

It was noted that all Rotherham Governing Bodies will have an opportunity to consider admission arrangements as part of the consultation undertaken during the Autumn Term 2004.

Updated details will be collated by the LEA before a period of consultation takes place, up to 1<sup>st</sup> March 2005, via the Authority's website.

Resolved:- That the annual consultation on admission arrangements takes place, with the proposal to extend the co-ordinated scheme for secondary school places, as outlined.

**42. ARTS COUNCIL ENGLAND - NOMINATION**

Consideration was given to correspondence from Yorkshire and Humber Association of Local Authorities to inform of three vacancies for members to the Arts Council England – Yorkshire Regional Council.

The vacancies are one for each of the North, South and West sub-regions.

Details of the Terms of Reference and person specification were outlined in the report.

Resolved:- That, subject to agreement by the Leader, Councillor Boyes be the Authority's representative on this Organisation.

**43. PERMISSION TO SUSPEND STANDING ORDER 44 FROM CONTRACT STANDING ORDERS**

This item was deferred to the next meeting.

**44. SPORT ENGLAND - APPOINTMENT OF CONSULTANTS**

Consideration was given to a report of the Strategic Finance Officer outlining the work being undertaken by Consultants appointed by Sport England.

Sport England have appointed consultants Knight, Kavanagh and Page to undertake a review of the County Sports Partnership Programme.

Rotherham is the host Authority for the County Sports Partnership Programme which was established in July 2000.

This programme provides development opportunities for young people across South Yorkshire, to progress in sports in which they excel.

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

(2) That a progress report on the County Sports Partnership regarding work undertaken and outcomes achieved be submitted to a future meeting.

**45. DRAFT MOVING AND HANDLING POLICY FOR SCHOOLS**

Consideration was given to a report of the Strategic Leader Inclusion which gave details of a draft moving and handling policy for schools, in order to improve their awareness of strategies and appropriate techniques to employ when moving pupils.

The draft policy is produced for consultation with schools and should be considered alongside the recently approved accessibility strategy for schools.

The draft guidance outlined the relevant current legislation and Manual Handling Operations Regulations, the roles and responsibilities of staff, personnel and training issues, and drew attention to actions to be taken in emergency situations or accident /injury.

Resolved:- That the report be received and the draft policy circulated to schools for consultation.

**46. SCHOOLS FOR PUPILS WITH MEDICAL NEEDS**

Consideration was given to a report of the Strategic Leader Inclusion on the work of the School Nurse/Health Education Liaison Adviser who has been working within the programme area for just over two years to enable pupils with medical needs to access their local community school.

The report illustrates the work of the member of staff seconded from the Health Authority for the second year running supporting schools and providing advice in relation to Moving and Handling Techniques. Both posts continue to be funded from the Standards Fund, but in terms of forward planning, it was felt consideration should be given to supporting these from more permanent arrangements.

The report outlined the role covered by the members of staff concerned, the nature of their work, their involvement in schools and the type of training undertaken.

It was recognised that Rotherham was ahead of other Local Authorities in providing this service, which was valued by all schools concerned.

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

(2) That the important role of the School Nurse/Health Education Liaison Adviser be noted and that work to pursue future funding of the posts continue through the work of the Children and Young People's Development Team.

**EDUCATION, CULTURE AND LEISURE SERVICES**  
**24th August, 2004**

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

An apology for absence was received from Councillor Rushforth.

**47. MUSEUMS ASSOCIATION CONFERENCE**

Consideration was given to a report of the Libraries, Museums & Arts Manager, together with Programme details, regarding the above Conference to be held in Edinburgh on 13<sup>th</sup>-15<sup>th</sup> September, 2004.

Resolved:- (1) That approval be given for the attendance of one Officer at the Museums Association Conference to be held in Edinburgh.

**48. PUBLIC LIBRARY AUTHORITIES CONFERENCE 2004**

Consideration was given to a report of the Libraries, Museums and Arts Manager containing details of the above Conference.

Resolved:- That approval be given for the attendance of one Member and one Officer to attend the Public Library Authorities Conference 2004, to be held in Newcastle on 12<sup>th</sup>-15<sup>th</sup> October, 2004.

**49. PERMISSION TO SUSPEND STANDING ORDER 44 FROM CONTRACT STANDING ORDERS**

Further to Minute No. 17 of a meeting of the Cabinet Member, Education, Culture and Leisure Services held on 17<sup>th</sup> August 2004, consideration was given to a report of the Principal Officer, External Funding on the need to suspend Standing Order 44, which will permit exemption from normal contract standing orders. This exemption will facilitate the allocation of funding for initial consultancy work to be carried out by Young Enterprise Yorkshire and Humberside (YEYH) regarding development of a five year project.

The project will establish Rotherham as the first Borough in the UK to offer enterprise learning to every pupil at all Key Stage levels in all schools.

YEYH Young Enterprise operates through support from the business community and the Government. This support is provided in a variety of forms: financial, in-kind, and through the provision and encouragement of volunteers.

YEYH preliminary proposals have received support at a regional level and Yorkshire Forward, in consultation with the Learning and Skills Council, have committed £1m Single Pot Funding for project delivery, subject to the submission of a viable business plan and project appraisal.

Yorkshire Forward consider that the consultation and development activity should be progressed as soon as possible and have approved the allocation of £50,000 Single Pot revenue.

The Council is, therefore, seeking to suspend standing orders to enable the Authority to contract with YEYH for the delivery of the scoping exercise.

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

(2) That the invoking of Standing Order No. 35 be agreed to enable a contract to be established with YEYH as a consequence of the circumstances outlined in the report submitted, and having regard to the representation of the Officer.

(3) That a progress report on the Pilot Scheme be submitted to a future meeting.

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

**51. MILTON SPECIAL SCHOOL, SWINTON - STAGE TWO TENDER REPORT**

Consideration was given to a report of the Project Manager, Design and Engineering Service which sought approval to accept a negotiated Target Cost tender for the construction of an extension at Milton Special School.

A Tender Evaluation Report was submitted to Members on 19<sup>th</sup> May, 2004 recommending the appointment of strategic Construction Partners, which included G. Hurst & Sons Limited (Minute No. B326 of a meeting of the Cabinet). The second stage process involves an open book approach to ensure full accountability.

The Milton Project is part of the 'Special School Review' which, following public consultation, approved a change in role for the three Moderate Learning Difficulty Schools and the two Severe Learning Difficulty Schools.

The report contained financial details of the contract and tender selection process.

Resolved:- That the Target Cost Tender Sum of £600,710.13 and Gross Maximum Price of £653,710.13 negotiated with G. Hurst and Sons

Limited for the Milton Special School Extension be accepted and a start made on site on 25<sup>th</sup> August, 2004, subject to the conditions of contract being agreed.

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

**52. ABBEY SPECIAL SCHOOL - WARD 8 KEPPEL**

Consideration was given to a report of the Project Manager, Economic and Development Services containing details of a Contract to demolish the swimming pool and four temporary classrooms, to construct a new six classroom teaching block and administration/reception area, together with internal re-modelling and refurbishment to the staffroom, toilets, changing rooms and an existing classroom to form a science laboratory.

The Abbey Special School project is part of the 'Special School Review' which, following public consultation, approved a change in role for the three Moderate Learning Difficulty Schools and the two Severe Learning Difficulty Schools. The 'Special School Review' sets out the future for Special Education Needs (SEN) pupils in Rotherham, the recommendations of which seek to support a number of the Council's priorities and will enable Abbey Special School to continue to provide for pupils in Key Stages 1, 2, 3 and 4.

The report contained financial information regarding the contract, together with details of a two-stage partnering process and tender selection.

Resolved:- That the Target Cost of £992,398 and Guaranteed Maximum Price (GMP) of £1,063,398, as negotiated with Wildgoose Construction Limited, be accepted and a start be made on site on 16<sup>th</sup> August 2004, subject to the conditions of contract being agreed.

(Exempt under Paragraph 8 of the Act – report contains financial and contractual information).

**CABINET MEMBER FOR EDUCATION, CULTURE AND LEISURE SERVICES  
7TH SEPTEMBER, 2004**

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

**53. MINUTES OF PREVIOUS MEETING**

The minutes of the previous meeting held on 24<sup>th</sup> August, 2004 were agreed as a correct record.

**54. ROTHERHAM LEARNING GRID**

Jason Ollivent, Head of Information Systems, gave a verbal report on the current situation with regard to the installation of the Rotherham Learning Grid and associated work.

The following issues were reported on:-

- Server Farm build
- Network/City Learning Centre
- On site help/assistance
- Service Design
- Presentations to Schools
- CENT at Magna – Links to Grid
- Purchase of Espresso content licences – 69 Primary Schools committed
- Broadband - 5 of the Primary Schools connected as at 2/9/04
- Branding

In terms of the timescale, work was twelve months ahead of expected Government targets for Broadband connectivity in schools.

Work was progressing largely to schedule and within budget.

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

(2) That a suitable press release be issued at an appropriate stage of the work regarding the achievements being made on an improved IT provision for pupils as a learning aid, and on the achievement of Government targets.

**55. LEA GOVERNOR APPOINTMENTS**

Pursuant to Minute No. C50 of January 2000, consideration was given to a nomination received to fill an LEA vacancy on a school governing body.

Resolved:- That, with the effective date of appointment, the following



appointment be made to the school governing body:-

Dalton Foljambe J & I School                      Councillor P. M. Lakin                      7/9/04

**56. RBT LIAISON GROUP - NOMINATION**

Consideration was given to a request for the need to nominate a representative from the Education, Culture and Leisure Services Programme Area onto the above Liaison Group.

A draft Terms of Reference was provided.

Resolved:- (1) That the Cabinet Member, Councillor Boyes, be nominated to serve on the above Group.

(2) That the nomination be re-considered after next year's Annual Council meeting.

**57. UPDATE TO SCHOOL ORGANISATION PLAN 2003/04 - 2007/08**

Consideration was given to a report of the Principal Officer, Forward Planning Resources and Information which outlined the need to update the above School Organisation Plan.

The Education (School Organisation Plans) (England) (Amendment) Regulations 2003, which came into force on 1<sup>st</sup> June 2003, changed the requirement to publish a plan on an annual basis. The next plan should now be produced in 2006 (i.e. on a 3 yearly cycle), although there will be a move towards a Single Education Plan which will probably subsume the SOP. In the interim, the LEA has produced an update of some of the demographic and statistical information contained in the current SOP based on the actual rather than the estimated figures for 2003/04. Other changes, particularly relating to SEN provision, are also outlined. The relevant information includes references to sections/pages in the current SOP.

Details of specific points raised in the report were outlined.

Resolved:- That the report and update, as submitted, be received and forwarded to the School Organisation Committee for information and discussion prior to publication.

(The Cabinet Member approved consideration of the following item to enable any necessary action to be taken without delay).

**58. FINAL REVIEW AND EVALUATION OF THE LEA OFSTED INSPECTION ACTION PLAN (REVISED FOR 2004/05)**

Consideration was given to a report of the Strategic Leader School Improvement regarding the final review and evaluation of the progress

against the recommendations contained in the Ofsted report (October 2001).

The first Ofsted Action Plan was submitted at the end of January 2002.

The Action Plan was re-written for January 2004 due to the fact that a number of the original targets and proposed actions had either not been achieved or were no longer valid due to the changing education agenda.

Of the original eleven recommendations, six (4, 6, 7, 9, 10 and 11) action plans and associated targets have been fully achieved. The remaining five recommendations have seventeen associated activities. Of these all targets have been achieved for ten of them. The remaining activities (1d, 2a, 2f, 2h, 3a, 5a and 8b) have seventeen targets that have not been achieved.

It is proposed that any outstanding actions and targets will now be referred back to the appropriate head of service for inclusion in the Service Business Plan.

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

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

(3) That a full copy of the Ofsted Action Plan Review: January-June 2004 be placed in the Members' library and on the Council website.

(4) That uncompleted activities be referred back to the head of the appropriate service, for inclusion in the service business plan as a matter of importance.

(5) That an update report on uncompleted actions be submitted to a future meeting of Cabinet Member, Education, Culture and Leisure Services.

**CABINET MEMBER FOR EDUCATION, CULTURE AND LEISURE SERVICES  
TUESDAY, 21ST SEPTEMBER, 2004**

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

Apologies for absence were received from Councillors Austen and Rushforth.

**59. MINUTES OF PREVIOUS MEETING**

Resolved:- That the minutes of the meeting held on 7<sup>th</sup> September, 2004 be agreed as a correct record.

**60. MINUTES OF A MEETING OF THE LEISURE/JOINT SERVICE CENTRE PROJECT BOARD**

Resolved:- That the minutes of the meeting of the above Board held on 25<sup>th</sup> August, 2004 be received.

**61. MINUTES OF A MEETING OF THE LEA GOVERNORS APPOINTMENT PANEL**

Resolved:- That the minutes of the meeting of the above Panel held on 27<sup>th</sup> July, 2004 be received and the content noted.

**62. BUDGET MONITORING REPORT AS AT JULY, 2004**

Consideration was given to a report of the Strategic Finance Officer which gave details of the second Budget Monitoring Report for the Programme Area in 2004/05 with a current forecast to spend to budget for the financial year. However, there are potential underlying pressures currently under investigation. These related to:

- Education Transport
- Human Resources (Schools Traded Service)

Members discussed several aspects in respect of these pressures.

Resolved:- (1) That the forecast balanced outturn for 2004/05, based on actual costs to 31<sup>st</sup> July and forecast costs to the end of March 2005, be noted.

(2) That the potential underlying pressures which are currently being investigated regarding transport costs and Schools HR buy-back income under the Strategic Contract with RBT, be noted.

(3) That further information on transport costs be provided along with the next Budget Monitoring report.

(4) That the Cabinet Member and Advisers be provided with a guide to

Schools HR buy-back income under the Strategic Contract with RBT.

**63. PERFORMANCE INDICATORS - ECALS 2004/05 - 1ST QUARTER REPORT**

Consideration was given to a Performance Indicator report for 2004/05, which outlines performance at the end of the 1<sup>st</sup> quarter 2004/05 against targets, with comparisons against 2003/04 actuals and 2002/03 All England top quartile authorities.

Members' attention was drawn to the "Risk" column, representing the probability of these components not meeting their 2004/05 published target.

Where risk is highlighted as "High", action plans to address performance are in place and an update will be reported to Members within the 2<sup>nd</sup> quarter report. Members made particular comment in respect of visits to libraries and to schools with serious weaknesses.

In addition, Members' attention was also drawn to seven developments from which issues were emerging.

Resolved:- That the Performance Report be received.

(2) That the Cabinet Member and Advisers be informed of the up to date situation regarding schools with serious weaknesses.

(3) That future reports on Performance Indicators be amended as discussed particularly in respect of trends in performance and separating the complaints category.

**64. BEST VALUE REVIEW LIFELONG LEARNING**

Consideration was given to a first termly monitoring report of the Action and Improvement Plan arising from the recommendations of the Best Value Review of Lifelong Learning completed in June, 2004.

The report sets out the Council's lifelong learning objectives, incorporating key outcomes that have been identified as being essential to achieving the aims as set out in the Best Value Review Report.

The report identifies areas for improvement and development within the age profiles into which the Review was divided, as follows:-

- 0-4
- 4-14
- 14-19
- 16-24
- Adults
- 50+

Cross-Cutting: All Phases

The Review has been concerned to highlight the extent to which the Council's current and future planned activities and initiatives will further contribute to the achievement of Best Value in the development and extension of lifelong learning opportunities, rather than identify significant financial savings.

Suggested improvements concentrate on more efficient, more effective and customer-focused service delivery, with the aim of raising levels of school and service performance and levels of learners' achievement and attainment.

Many activities and initiatives are well advanced such as the establishment of Children's Centre, the development of Children and Young People's Services and the Extended Schools agenda.

It was reported that many of the outcomes and objectives had been achieved.

Resolved:- (1) That the contents of the Lifelong Learning Best Value Action and Improvement Plan and the measures undertaken to monitor its recommendations be noted.

(2) That this and future monitoring reports be presented to the Lifelong Learning Opportunities Scrutiny Panel.

**65. NOMINATIONS TO OUTSIDE BODIES**

Consideration was given to the nomination of a representative to serve on the following Committees:-

- (a) South Yorkshire Joint Advisory Committee on Archives
- (b) South Yorkshire Archaeology Committee

Resolved:- That consideration of this item be deferred.

(The Chairman authorised consideration of the following item to enable the matter to be processed without delay)

**66. NOMINATION - YORKSHIRE MUSEUMS, LIBRARIES & ARCHIVES COUNCIL**

Consideration was given to correspondence from the Yorkshire Museums, Libraries & Archives Council to inform of a vacancy in the Local Authority (South Yorkshire) category on the Board of Management of the Yorkshire Museums, Libraries and Archives Council.

Resolved:- That Councillor Boyes be nominated for consideration to fill the vacancy on the Board of Management of the Yorkshire Museums, Libraries & Archives Council.

**CABINET MEMBER FOR EDUCATION, CULTURE AND LEISURE SERVICES  
TUESDAY, 28TH SEPTEMBER, 2004**

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

Apologies for absence were received from Councillors Austen and Rushforth.

**67. ROTHERHAM LEARNING GRID**

Jason Ollivent, Head of Information Systems RBT gave a verbal update on progress to date with the installation of the Learning Grid to schools.

Circuits are now installed on 14 sites and work was progressing to install further circuits on a weekly basis in order to meet the delivery date. This would be done at a rate of 7.5 sites per week to hit the target of 15<sup>th</sup> December.

Access issues were discussed for half term. It was emphasised this was a key period in which to complete work.

Installation was due to take place at 105 sites, rather than the 103 sites originally contracted for.

Discussion ensued on a range of issues, as follows:-

- Primary schools - connectivity
- Secondary schools – connectivity/accessibility/consent/delays
- Progress Meetings/Communication between all parties
- Pre- work Surveys
- Timetable of work in view of impending Half Term Holiday
- Server farm
- Espresso (Virtual Learning Environment) installation
- Introduction to the Grid
- Purchase of software
- Delivery Team – to connect schools to the Grid
- Networking equipment – maintenance
- Microsoft Concept Work

Resolved:- (1) That a further update report be given on the 19<sup>th</sup> October, 2004 prior to the half term break.

(2) That a further meeting be convened in the event of the need to consider any urgent issues.

**68. PROGRESS REPORT TOWARDS COMPLIANCE WITH THE  
DISABILITY DISCRIMINATION AND BEST VALUE 156 OF BUILDINGS**

Consideration was given to a report of the Strategic Leader, Culture,

Leisure and Lifelong Learning on the progress made in complying with BV156 and requirements of the Disability Discrimination Act (an ongoing responsibility) for buildings under the control of the Culture, Leisure and Lifelong Learning Service.

The report outlined the various duties of the Council under the Disability Discrimination Act (DDA) 1995 and explained that Part III relates to physical alterations/improvements, (which is legally enforceable from 1<sup>st</sup> October, 2004). It is required to take reasonable steps to remove, alter or provide a reasonable means of avoiding a physical feature of council premises (i.e. not only buildings) which makes it impossible or unreasonably difficult for disabled people to use the services provided there.

The DDA duty relates to access to and use of services, whereas BV 156 sets a standard which has to be met by the whole of the public areas of a building for it to count towards compliance with the indicator.

It is not possible to reach a point of compliance with the DDA duty as the anticipatory duties under Part III are continuing and evolving. What is reasonable now may not be sufficient in the future: what is not reasonable now may be in the future with sufficient time to plan, set aside funding, etc. There are therefore no 'national targets' as such.

The authority has set an internal target of 10% of the Council's public buildings being accessible/usable to disabled people in accordance with BV 156 in 2004/05, rising to 15% in 2005/06 and 20% in 2006/2007.

The report set out a list of key buildings under the management of the Education, Culture and Leisure Services Programme Area, and identified programmed works and levels of compliance at each of the buildings.

It was pointed out that the level of progress was as a result of partnership working within the Local Authority which it was felt was making reasonable steps towards compliance.

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

(2) That a further update report be submitted in three months time.

**69. ROTHERHAM SCHOOLS PFI PROJECT AND WINTERHILL SCHOOL**

Consideration was given to a report of the Acting Strategic Leader, Resources and Information regarding the need to adjust the plans for Winterhill to allow a further new build of six general classrooms to take place.

Winterhill Secondary School is part of the Schools PFI project. Planning for the second phase is well underway and the build begins from January 2005. However, due to a rise in pupil numbers, it has become necessary

to propose the permanent building of additional classrooms. This would be funded by the Education Capital Programme during 2005/06.

The School is being built to receive a capacity of 1450 children. However, because of an increase in the number of children since the announcement of the merger with Kimberworth Comprehensive, it is clear that the school will have around 1700 children until 2007/08 and between 1500 and 1600 children for the next 5 years. Current plans were to locate up to 6 temporary classrooms (over and above the capacity of 1450) on the site until around 2009, when it was thought numbers would have decreased sufficiently to allow their removal. It is clear that this will not happen.

Resolved:- (1) That additional build as described in Section 7 of the report, now submitted, be approved.

(2) That Transform Schools (Rotherham) Limited be instructed to include the additional build as part of the PFI Project.

(3) That the additional build be funded through the Education Capital Programme in 2005/06.

(The Chairman authorised consideration of the following item to enable Members to be informed of the current situation).

## **70. NOMINATIONS**

Further to Minute No. 19 of a meeting of the Lifelong Learning Opportunities Scrutiny Panel held on 26<sup>th</sup> July, 2004 consideration was given to the membership of the South Yorkshire Archaeology Committee and South Yorkshire Joint Advisory Committee on Archives.

Resolved:- That Councillor Austen be nominated to serve on the South Yorkshire Archaeology Committee and South Yorkshire Joint Advisory Committee on Archives.



**PERFORMANCE AND SCRUTINY OVERVIEW COMMITTEE  
FRIDAY, 3RD SEPTEMBER, 2004**

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

Apologies for absence were received from Councillors Sangster and Whelbourn.

**25. DECLARATIONS OF INTEREST.**

There were no declarations of interest made at this meeting.

**26. CHILDREN AND YOUNG PEOPLE'S SERVICES DEVELOPMENT - THE WAY FORWARD**

Di Billups, Executive Director for Children and Young People's Development, gave a presentation on An Integrated Approach to Children and Young People's Services Development – The Way Forward.

The presentation covered:-

- What we know about our present arrangements
- Proposed Way Forward:
  - Child and Adolescent Mental Health Services
  - Common Assessment
  - Special Needs and Disability Services
  - Information Sharing
  - Joint Training and Development Team
  - Establishment of a Safeguarding Team
  - Embedding Voice and Influences
- Future Service Provision
- So what next.

Di Billups emphasised the need for partnership working which included voluntary, community and private partners working alongside the statutory sectors in order to meet the true needs of children.

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

- Reporting arrangements of the Board
- Scrutiny of the Board
- Financial implications and budgetary provision
- Staffing structures
- Accountability
- Mentoring for children
- Clarification of the roles and responsibilities of Members
- Selection criteria

- Partner organisation contributions and sharing of information
- Information security
- Timescales
- Partner organisations and capability/accessibility of their buildings.

Resolved:- (1) That Di Billups be thanked for an informative and interesting presentation.

(2) That this Committee supports generally the principles in the proposed approach but makes the following comments:-

(a) the mapping of the involvement of Members should be explored further;

(b) the roles, responsibilities and relationships need clarification at both officer and Member level;

(c) the need for transparency of budgets coming together;

(d) the need for human resources issues to be explored in depth in relation to the Council and partner organisations;

(e) the need for a comprehensive picture regarding estates buildings;

(f) the need to explore the capacity of voluntary sector organisations as they have an important part to play;

(g) the need to consider 'frontloading' budgets for information communication technology requirements

## **27. SCRUTINY AND THE IMPROVEMENT AGENDA**

The Committee considered a report by the Head of Scrutiny Services seeking clarification of arrangements in respect of the Best Value process and Audit Commission recommendations arising from inspections.

The level of Elected Member input had varied over the number of reviews undertaken. Reference was made to two cross cutting reviews into Council services planned for this municipal year and the need to clarify the role of Members in the process at an early stage. This would ensure that the governance arrangements for this aspect of performance management were robust. The role of Members in monitoring subsequent action plans also needed clarification.

Prior to the establishment of the Audit Committee, there had been no formal mechanism to scrutinise the governance arrangements arising from the Comprehensive Performance Assessment (CPA), other inspections or audits. A key part of the Audit Committee's role was to examine and monitor the action plans emerging from these. As action plans were internal management documents, consideration needed to be

given as to how best that could be achieved.

Views were expressed that Best Value was a management process and Cabinet Members should take an active role in Best Value. The role of scrutiny was to challenge the best value process and look at from the service user perspective.

It was also pointed out that the Audit Committee was there as a monitor and that appropriate training for Members dealing with audit issues was being arranged.

Resolved:- (1) That this Committee continues to have overview of the Best Value process in line with the Cabinet decision 'Scrutiny is Best Value' of 13<sup>th</sup> February, 2001.

(2) That this Committee should have responsibility for corporate strategic reviews.

(3) That reviews with a service specific aspect be the responsibility of the respective individual scrutiny panel.

(4) That further consideration be given to arrangements for the monitoring and discussion of action plans arising out of Audit Commission inspections.

**28. MINUTES OF THE PREVIOUS MEETING HELD ON 20TH AUGUST, 2004**

Resolved:- That the minutes of the meeting held on 20<sup>th</sup> August, 2004, be approved as a correct record for signature by the Chairman.

**29. WORK IN PROGRESS**

Members of the Committee reported on the following issues:-

(a) Councillor R. S. Russell indicated there was going to be a report back on an approach to call for joint working on cross cutting issues.

(b) Councillor R. S. Russell indicated he was to visit Warwick as part of an IDeA initiative and intended to visit Bradford Council to look at their scrutiny arrangements and how they call Cabinet Members to account.

(c) The Chairman reported receipt of monies from the Office of the Deputy Prime Minister for capacity building and that some was earmarked for developing the skills of Members and officers.

(d) Councillor Hall reported that the review of flytipping was about to be submitted to Corporate Management Team and would be submitted to this Committee.

(e) Councillor G. A. Russell indicated that a Corporate Parenting review group had been established, a Learning Disability review group was being established and future meetings of the Scrutiny Panel were to consider Children's Inspection feedback and complaints.

(f) The Chairman reminded Members of (i) the joint meeting with Cabinet next Wednesday at 9.30 a.m. to receive a presentation on the Inspection of Children's Services and

(ii) the special meeting next Wednesday at 1.00 p.m. to consider the call in of the Minute relating to the Middle Lane Traffic Calming Scheme.

(g) The Chairman referred to the presentation of the Annual Report and Plan to Council on 6<sup>th</sup> October, 2004, and it was agreed that the presentation be made by the Chairman.

**30. CALL-IN ISSUES**

There were no further formal call in requests.

**31. SCRUTINY PLANNING SESSION**

Resolved:- That the next scrutiny planning session to look at the structure of scrutiny be arranged for Monday, 11<sup>th</sup> October, 2004, at 1.00 p.m.

**32. NEXT MEETING**

Resolved:- That the meeting of the Committee scheduled for Friday, 10<sup>th</sup> September, 2004, be cancelled.

**PERFORMANCE AND SCRUTINY OVERVIEW COMMITTEE**  
**Friday, 24th September, 2004**

Present:- Councillor Stonebridge (in the Chair); Councillors Clarke, Doyle, Hall, Hussain, G. A. Russell, R. S. Russell, St..John, Sangster and Whelbourn.

Apologies for absence were received from Councillors Atkin and also Councillor Wyatt in respect of item 35 below.

Also in attendance were Councillors Dodson, Kirk, McNeely, G. Smith and Wootton for item 34 below.

**33. DECLARATIONS OF INTEREST.**

Interests were declared in item 34 below 'Middle Lane Traffic Calming Scheme' as follows:

Councillor Hall declared a personal interest and took no part in the discussion or voting thereon.

Councillor Hussain declared a prejudicial interest and participated in the meeting as a sponsor of the call in request not as a member of the Committee.

**34. MIDDLE LANE TRAFFIC CALMING SCHEME**

The Committee considered Minute No. 40 of the meeting of the Cabinet Member for Economic and Development Services held on 9th August, 2004 relating to the above.

Councillor Dodson, supported by Councillors Hussain, Kirk, McNeely and Wootton elaborated on the reasons they were objecting to the proposed Middle Lane traffic calming scheme.

These included :-

- Badsley Moor Lane and Middle Lane junction was very busy
- previous decisions to prevent a right turn from Clifton Lane onto Doncaster Road had increased the volume of traffic on Middle Lane and created dangerous 'rat runs' including Walker Lane. Re-opening the junction fully would be key to the traffic problems on Middle Lane
- the traffic problems on Middle Lane related to the volume of traffic and not speed
- pelican crossings were imperative and should not be replaced by zebra crossings

- the pelican crossing at the Badsley Moor Lane and Middle Lane junction was well used by schoolchildren
- poor visibility of crossing facility when travelling up Middle Lane would be a danger to children and the wheelchair bound if the crossing was not light operated
- the proposed mini roundabouts would not work, they were on a bus route and could be problematic for HGVs.

The sponsors of the call in clarified that they wanted :

- the re-opening fully of the Clifton Lane and Doncaster Road junction
- a light control system installed at the Middle Lane and Badsley Moor Lane junction
- the crossing outside the Park Hotel to remain as a pelican crossing

Councillor Hussain referred to a petition raising the same issues and it was important to look at the wider picture and listen to residents living in the area on a daily basis. If the Clifton Lane junction issue was taken on board some of the proposed calming measures would be unnecessary.

The Committee questioned the sponsors of the call in and clarified issues relating to the consultation through the area assembly and crossing facilities.

Councillor G. Smith, Cabinet Member for Economic and Development Services responded that the issue for debate was Middle Lane. Procedures were in place to consider representations for the surrounding area and he was not debating recommendations for Clifton Lane, Walker Lane etc.,

Councillor Smith, together with John Bufton, Schemes and Partnerships Manager responded to same of the issues raised and clarified the proposed scheme.

Points made related to :-

- pedestrians did come first
- rationale for the scheme
- consultation on the scheme and amendments made as a result
- little difference in height of a belisha beacon and pelican light from a driver visibility point of view

The Cabinet Member and Schemes and Partnership Manager answered questions from the Committee relating to :-

- pelican crossing criteria

- usage of pelican crossing on Middle Lane near to junction with Badsley Moor Lane
- amendments made to the scheme as a result of consultation
- rationale behind proposals for zebra crossings rather than pelican crossings
- proposed zebra crossing outside Clifton School
- guidelines for the provision of crossing facilities and implications of not following guidelines
- accident statistics, increased traffic flows and increase car usage
- increased traffic flow on Middle Lane as a result of preventing right turn from Clifton Lane onto Doncaster Road
- rationale behind, and national guidelines for, the use of mini roundabouts
- ability for HGV's to negotiate proposed mini roundabouts
- the problem on Middle Lane relating to volume of traffic not speed

Councillor Dodson summed up on behalf of the sponsors of the call in as follows :-

- stressing the need for pelican crossings as opposed to zebra crossings for driver visibility, and the safety of children and people with a disability
- the need for lights at the Middle Lane and Badsley Moor Lane junction which was now busier than ever
- disagreement with the proposed use of mini-roundabouts
- correspondence received from the Headteacher of Clifton School indicating a desire that the proposed crossing facility outside the school would have lights

The Committee considered the information and it was suggested that the proposals be reviewed looking at the area as a whole taking account of information and statistics currently being processed in respect of the surrounding area. The possibility of non contentious items being proceeded with was discussed. Views varied on the indication from the Cabinet Member that a temporary zebra crossing could be installed at little cost outside Clifton School pending consideration and application for a pelican crossing.

Resolved:- That the Cabinet Member for Economic and Development Services be requested to (a) reconsider the decision for the proposed Middle Lane Traffic Calming Scheme to facilitate looking at the area as a whole and taking into account statistics for the surrounding area which were currently in the process of being collected and (b) undertake such review in close liaison with the Ward Councillors.

**35. ROTHERHAM REACHOUT 9 : RESULTS OF THE NINTH SURVEY**

The Committee considered a report presented by Dawn Roberts, Policy and Research Manager, relating to the findings from the ninth Rotherham Reachout Survey and outlining a number of important policy implications for the Council.

The ninth survey, conducted in March, 2004, focused on :-

- Leisure and Recreation
- Rights of Way
- Health Eating and Lifestyle
- Recycling
- Community Strategy and Crime

The key findings were outlined in the submitted executive summary.

Dawn highlighted a number of wider policy implications for the Council and particularly referred to the significant drop in the percentage 'very concerned' about being a victim of crime (down from 51% to 27% since 2002).

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

- decreased levels in the fear of crime
- need to publicise more action regarding Rights of Way issues
- need to consider the provision of fresh fruit as part of the Meals on Wheels Service
- recycling issues relating to provision of blue bags and transportation of blue boxes
- need to target younger people regarding recycling issues
- need for a definition of what constitutes anti-social behaviour

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

(2) That Chairs and Vice-Chairs take up any issues of interest from the survey with their respective scrutiny panels.

**36. WORKFORCE EQUALITIES DATA**



The Committee considered a report presented by Simon Cooper, Human Resources Manager-Partnership, regarding equal opportunities statistics relating to the Council's workforce and employment processes and outlining progress in relation to the Best Value Performance Indicator action plans to improve Black and Minority Ethnic (BME), Gender and Disability representation in the workforce.

The main points arising from the statistics presented were :-

- A headline increase in the representation of disabled and Black and Minority Ethnic (BME) employees
- Disabled workers in the workforce (2.2%) was substantially lower than the proportion of disabled people in the wider community (18.8% according to the 2001 census)
- Proportion of BME workers in the workforce (2%) was lower than the proportion of working age people from BME communities in the Borough (2.8%) according to the 2001 census)
- A variable distribution between programme areas
- Representation of BME and women in the top 5% of earners was low compared to the rest of the workforce
- Analysis of employment type showed a greater preponderance of BME workers on temporary contracts
- The age profile showed an ageing workforce with a particularly low number of under thirties

Simon highlighted ongoing activity which included :-

- developing a cultural and religious observance policy
- positive action training schemes
- gender issues e.g. work life balance

Simon stressed the need to continue monitoring with regard to the Comprehensive Performance Assessment (CPA) process, service delivery and employment.

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

- information regarding physical and learning disabilities
- positive training
- graduate schemes
- salary level implications
- need to be more proactive attracting people in

- need to compare how local authority performs against other public sector organisations
- service delivery

Resolved:- (1) That the data presented in the report and actions taken to date to support diversity in the workforce be noted.

(2) That future reports include comparative data from other public sector organisations.

### **37. PENNIES FROM HEAVEN**

The Committee considered a report presented by Emma Kirkwood, Internal Communications Officer, updated Members on the Pennies From Heaven scheme in which employees donated their spare pence from their pay to support local charities.

The payroll giving service was available to all employees and Members of Rotherham MBC and, following consultation with employees, the local charities designated for support were :-

- The Bluebell Woods Children's Hospital
- Rotherham Women's Refuge
- Rotherham Special Needs Playscheme

Take up had been low and a second phase of publicity was planned. This would include further articles in Unite, utilising Programme Area newsletters, updating the Intranet site and developing the Corporate Induction to include the scheme. The publicity would utilise case studies from the charities.

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

- further publicity
- external publicity campaign
- need for application forms
- low cost reminders to elected Members
- possibility of payslip advertising and website publicity

Resolved:- That the information be noted and the scheme continue to be promoted to existing and new employees of the Authority as appropriate.

### **38. THE COMMUNITY LEADERSHIP ROLE OF THE LOCAL COUNCILLOR**

The Committee considered a report, introduced by Sioned-Mair Richards, Scrutiny Adviser, which had been received by the Democratic and

Resources Scrutiny Panel at its meeting on 7th September, 2004 updating Members on the progress of the submitted recommendations arising from the scrutiny review of the above.

Whilst the majority of the recommendations were progressing appropriately, Democratic and Resources Scrutiny Panel Members had expressed concern that little action had taken place on briefing sessions for Members representing the Council on outside bodies and referred the question of developing a protocol to facilitate such to this Committee.

Whilst it was acknowledged that individual Councillors could request briefings, the Committee felt that a "Briefing protocol" was required.

Cath Saltis, Head of Scrutiny, referred to the review and the best value review of support for the Democratic Process and that this would form part of an improved support service for elected Members.

A brief general discussion ensued relating to the Review Group recommendations and reference was made to the following :-

- Area Assemblies : Area based induction  
: Defined roles in the Assemblies
- Access to Cabinet Members

Resolved:- (1) That work be done on the development of a protocol for Members to be able to request officer briefings when attending outside bodies.

(2) That the Chairman of this Committee take up the issue of Cabinet Member "Surgeries" and when they would start.

(3) That the progress being made be noted.

### **39. WORKING WITH PARISH COUNCILS**

Cath Saltis, Head of Scrutiny, and the Chairman updated the Committee on the progress of the final report of the Scrutiny Review Group to look into the way this Local Authority worked with its Parish Councils and the probable effects of some of those Councils seeking Quality Parish Council status.

The recommendations had been considered by Corporate Management Team, Democratic and Resources Scrutiny Panel and had been well received at Cabinet on 22nd September, 2004.

An officer team, led by the Executive Director, Housing and Environmental Services, was considering the proposals and support for the proposals as part of the Neighbourhood Development initiatives.

Resolved:- That the information be noted.

**40. MINUTES**

Resolved:- That the minutes of the meeting held on 3rd September, 2004 be approved as a correct record for signature by the Chairman.

**41. WORK IN PROGRESS**

Members of the Committee reported on the following issues :-

(a) Councillor Hussain referred to a meeting re the Anti-Social Behaviour report and that the issues would be promoted by John Gomersall at the Safer Rotherham Partnership. A report would be submitted, in due course, to the Democratic and Resources Scrutiny Panel.

(b) Councillor R. S. Russell indicated he was sorting out dates to visit Bradford Council to look at their scrutiny arrangements.

(c) Councillors Hussain and R. S. Russell reported on a worthwhile visit to Warwick to the Leadership Academy.

Resolved:- That a report be submitted to the Members Training and Development Panel with a view to supporting attendance of Performance and Scrutiny Overview Committee members at the Leadership Academy.

**42. CALL-IN ISSUES**

There were no further formal call in requests.

**RMBC LEISURE / JOINT SERVICE CENTRE PROJECT BOARD**  
**Wednesday, 29th September, 2004**

**Present:-**

Councillor Georgina Boyes	Cabinet Member, Education, Culture and Leisure Services (in the Chair)
Graham Sinclair	Acting Strategic Leader, Resources and Information, Education, Culture and Leisure Services
Peter Ross	Consultant
Derrick Connolly	Capital Project Development Manager, Culture, Leisure and Lifelong Learning
Phil Rogers	Strategic Leader, Culture, Leisure and Lifelong Learning

**Apologies for absence:-**

Andrew Bedford	Acting Executive Director, Education, Culture and Leisure Services
Kath Atkinson	Director for Strategic Planning and Development, Primary Care Trust
Kevin Gallacher	Primary Care Trust
Jonathan Baggaley	Principal Accountant, Corporate Finance
Tony Preston	Business Development Manager, Education, Culture and Leisure Services
Adam Wilkinson	Executive Director, Economic and Development Services

**40/04. Minutes of Previous Meeting**

The minutes of the previous meeting of this Project Board, held on 25th August, 2004, were agreed as a correct record.

**41/04. General Progress Report****Programme Update/Position regarding Bidders**

Bids from two Companies were presently being pursued.

One of the remaining bidders has continued to request more time to finalise their consortium following a request for additional information from RMBC. This Company has been invited to discuss issues and has outlined their intentions with regard to both construction and funding.

The Project Team has met the first bidder and this has been an extremely positive meeting.

Discussion took place on the options available in the event of there remaining only one suitable bid, and it was agreed to discuss this further at the next meeting.

The programme was still within the agreed timescale and good progress was being made with the ITN.

**42/04. Arrangements for Members involvement**

Discussion took place on the content of a presentation to Members and the most appropriate time to do so.

Principal items to be discussed would be:

- Pricing policies
- TUPE and staff transfer
- Local labour
- Supply chain management
- Phasing priorities
- No land sales

**43/04. Invitation to Negotiate**

The Letter of Endorsement for the Invitation to Negotiate would be signed by all parties next week.

Any necessary changes to contractual arrangements would not cause further delay.

**44/04. Date of Next Meeting**

The next meeting of the Project Board would take place at the Town Hall, Moorgate Street, Rotherham, on Thursday, 14th October, 2004, commencing at 11.00 a.m.