

## CABINET MEMBER FOR EDUCATION, CULTURE AND LEISURE SERVICES

Venue: Town Hall,  
Moorgate Road,  
Rotherham.

Date: Tuesday, 12 October 2004

Time: 9.00 a.m.

### A G E N D A

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. Minutes of meetings of the Cabinet Member, Education, Culture and Leisure Services held on 21st and 28th September, 2004 (copies herewith). (Pages 1 - 7)  
**- to receive minutes**
4. Minutes of a meeting of the Joint Service Centre Project Board held on 29th September, 2004 (copy herewith). (Pages 8 - 9)  
**- to receive minutes**
5. Business Vision Centre (Pages 10 - 12)  
**- to inform of the current progress relating to the Business Vision Centre proposal and the procurement of a lead partner**
6. Budget Monitoring Report (Pages 13 - 14)  
**- to note the forecast outturn for 2004/05**

**(The Chair authorised consideration of the following two items to enable matters to be processed without delay)**

7. Tender Report - Aston Swallownest Primary School - New Foundation Stage Unit (David Spiers, Architect, Economic and Development Services) (Pages 15 - 17)  
**- to accept a target cost and agree a date for start on site**
8. Tender Report - Maltby Hilltop Special School (Michael Mullins, Quantity Surveyor, Projects and Partnerships) (Pages 18 - 20)  
**- to agree a Target Cost and date for start on site**

**1BCABINET MEMBER FOR EDUCATION, CULTURE AND LEISURE SERVICES -  
21/09/04****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:-

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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

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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**

Resolved:- That Councillor Austen be nominated to serve on the following Outside Bodies:-

South Yorkshire Archaeology Committee  
South Yorkshire Joint Advisory Committee on Archives



**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.

<b>ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS</b>
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<b>1.</b>	<b>Meeting:</b>	<b>ECALS Cabinet Members and Advisers</b>
<b>2.</b>	<b>Date:</b>	<b>12<sup>th</sup> October 2004</b>
<b>3.</b>	<b>Title:</b>	<b>Business Vision Centre Affects all Wards</b>
<b>4.</b>	<b>Programme Area:</b>	<b>Economic and Development Services Education Culture and Leisure Services</b>

### **5. Summary**

This report seeks to inform Members on current progress relating to the Business Vision Centre proposal and the procurement of a lead partner.

### **6. Recommendations**

It is recommended that members:-

- **Note the progress so far in relation to securing external funding and partner organisations**
- **Approve the process for the engagement of lead partner including Official Journal of the European Union (OJEU) advertisement**
- **Agree the cross programme working methodology including the engagement of Legal and Democratic Services**

## 7. Proposals and Details

A report presented to Members on 26<sup>th</sup> July 2004 outlined the proposal for the Business Vision Centre and work which would be carried out by Digital South Yorkshire to develop the proposals and secure funding.

The proposal grew out of the work at the Centre for New Technology (CENT) and the digital learning work across South Yorkshire that has seen centres of vocational excellence being developed in Barnsley, Doncaster and Sheffield.

The focus of a specialism within Rotherham covering the digital area soon focussed on the needs of business for technology support. Involvement with the Microsoft Corporation GB has taken forward the national model that Microsoft have developed of an Envisioning Centre that can provide a one stop shop for the technology change within large corporate businesses.

The Business Vision Centre proposal at Magna is to take forward this model of technology driven change and make it available to small and medium sized enterprises in South Yorkshire. It envisages a lead partner developing the concept and engaging with a series of business partners who can bring specialism in particular aspects of business change.

The proposed centre will aim to provide a total solution to enable business growth. There is no similar centre operating for the small to medium sized businesses to apply this model of technology driven change and growth.

Stage 2 of the development work is to procure a lead partner and this report seeks urgent approval to progress this procurement in order to further develop the project and maximise the funding opportunities available

## 8. Finance

- **Development Funding**

EDS and ECALs have provided development stage funding from within existing budgets

- **Future Funding**

RMBC and Digital South Yorkshire are seeking to secure funds from Measure 2.8 of Objective 1 (E Business), South Yorkshire Sub Regional Investment Plan and private sector investment.

The draft business plan also includes a rent free allowance from RMBC. Final details relating to this support will be resolved in the final business plan.

## 9. Risks and Uncertainties

The Consultants input is seen as reducing the risks and uncertainties on this large multi-funded proposal. The procurement of a lead partner is the most critical stage of the project development and Digital South Yorkshire will assist in this process.

Work on securing the relevant funding streams will run concurrently with the procurement of lead partners. All relevant agencies including Yorkshire Forward, Business Link and Objective 1 are supportive of the Business Case for the project.

## **10. Policy and Performance Agenda Implications**

The project will address the following RMBC Regeneration Priorities:-

- Provide an excellent and sustainable environment for businesses by providing the conditions to attract and support people with new ideas, business start-ups and ensure continued long-term business growth.
- Provide an excellent environment for people to fulfil their potential by enhancing people's skills, confidence, and aspirations to fully participate in and benefit from the regeneration.

The implementation of the project will incorporate aspects of all the Policy and Performance agenda issues – these are mirrored by the Objective 1 Cross Cutting Themes checks and are set out in the draft Business Plan- June 2004. Further work on all these areas will continue over the next few months towards a final plan.

## **11. Background Papers and Consultation**

- Business Vision Centre draft Business Plan
- Presentation to Regeneration Core Group 24 June 2004
- Digital South Yorkshire experience statement
- Economic & Development Services Cabinet report 26 July 2004

**Contact Name :**

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<b>ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS</b>
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<b>1.</b>	<b>Meeting:</b>	<b>Cabinet Member and Advisors</b>
<b>2.</b>	<b>Date:</b>	<b>12th October 2004</b>
<b>3.</b>	<b>Title:</b>	<b>Budget Monitoring Report as at August 2004 (All Wards)</b>
<b>4.</b>	<b>Programme Area:</b>	<b>Education, Culture and Leisure Services</b>

### **5. Summary**

This is the third Budget Monitoring Report for the Programme Area in 2004/05, with a current forecast to overspend against budget for the financial year by £10k (0.01%) in respect of Schools' Transport Costs.

In addition, there are potential underlying pressures currently under investigation, highlighted in this report.

### **6. Recommendations**

**Members are asked to note the forecast outturn for 2004/05 based on actual costs to 31<sup>st</sup> August and forecast costs to the end of March 2005, and further note the potential underlying pressures which are currently being investigated regarding Recreation and Sport (Indoor Sport) and Schools HR buy-back income under the Strategic Contract with RBT.**

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## 7. Proposals and Details

This is the third routine Education, Culture and Leisure Services Budget Monitoring Report for 2004/05. The report forecasts a £10k overspend compared to budget and highlights potential underlying pressures which are currently being investigated.

The forecast outturn as at August shows a £10k overspend compared to the forecast balanced outturn shown in the July report.

## 8. Finance

The current forecast as at 31<sup>st</sup> August 2004 is for the Programme Area to overspend the budget by £10k, relating to increased Schools' Transport Costs.

## 9. Risks and Uncertainties

Underlying risks presently identified and under evaluation are:

- Education Transport – A number of revised contracts exceeding the level of budgeted inflation were implemented from April 2004. Current forecasts indicate that this will result in a £10k overspend for the transport service.

Work to quantify potential savings from revised modes of operation and tighter implementation of transport policy is ongoing.

- Human Resources (Schools Traded Service) – Negotiations are ongoing with RBT regarding the treatment of income from Schools under the Strategic Contract. The outcome of these negotiations will determine the future reporting of this potential pressure.
- Recreation and Sport (Indoor Sports) – There is a potential pressure regarding budgeted levels of income. Management actions are currently focused on quantifying this and reducing overall Culture and Leisure staff costs to mitigate this.

## 10. Policy and Performance Agenda Implications

The forecast outturn as at 31<sup>st</sup> August 2004 shows an overspend (£10k) compared to the Programme Area and Corporate financial plan for 2004/05.

## 11. Background Papers and Consultation

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

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of the Local Government Act 1972.

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