

## **CABINET MEMBER FOR COMMUNITY COHESION**

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

**Date: Monday, 22 January 2007**

**Time: 8.30 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. Apologies for Absence.
4. Declarations of Interest.

#### **For Decision/Approval:-**

5. Minutes of the meeting held on 18th December, 2006 (herewith). (Pages 1 - 4)
6. Visit to London (Councillor Akhtar to report)
7. Service Level Agreement - Voluntary Action Rotherham (Director of Policy and Partnerships to report and presentation by Voluntary Action Rotherham) (attached) (Pages 5 - 25)
8. Equality Mark Certificate (report herewith) (Pages 26 - 27)
9. A Statistical Analysis of Rotherham's Gypsy and Traveller Community (report herewith) (Pages 28 - 44)
10. NRF Employment 'A' Project Proposal (report herewith) (Pages 45 - 48)

#### **For Discussion/Progress:-**

11. Public Health Action Plan (report herewith) (Pages 49 - 51)
12. Advice Services Review (Equalities and Diversity Manager to report)

13. Response to Commission on Integration and Cohesion consultation "Your chance to tell us what you think" (report herewith) (Pages 52 - 58)
14. Community Strategy Progress, Local Strategic Partnership Assessment and Local Area Agreement Six Month Review (report herewith) (Pages 59 - 63)

**For Information:-**

15. Annual Plan for the Group
16. Date and Time of Next Meeting - 19th February, 2007 at 8.30 a.m.

**CABINET MEMBER FOR COMMUNITY COHESION**  
**Monday, 18th December, 2006**

Present:- Councillor Hussain (in the Chair) and Councillor Ali.

Apologies for absence were received from Councillors Burton and Sangster.

**86.       DECLARATIONS OF INTEREST**

There were no Declarations of Interest made.

**87.       MINUTES OF THE MEETING HELD ON 27TH NOVEMBER AND 4TH DECEMBER, 2006**

Resolved:- That the minutes of the meetings held on 27<sup>th</sup> November and 4<sup>th</sup> December, 2006 be approved as a correct record for signature by the Chairman.

**88.       MATTERS ARISING**

Minute No. 73 – Update on Parish Councils

Changes to the Action Plan had been recommended and should be incorporated.

Minute No. 74 – Visit to London

This item would be included as part of the agenda scheduled to take place on the 22<sup>nd</sup> January, 2007.

Minute No. 77 – Opportunity for All

A copy of this report would be circulated for all Members' information.

Minute No. 79 – Community Cohesion Performance Report

Councillor Hussain had presented this report to two Scrutiny Panels and received positive feedback.

Minute No. 85 – Community Leadership Fund

A BIP was being prepared and would be considered as part of the budget discussions on the 19<sup>th</sup> December, 2006.

**89.       NETWORK OF PARISH COUNCILS**

Consideration was given to a report submitted by the Community Leadership Manager, which provided Members with an overview of the proposed development of a network of Parish Councils which would allow

Officers and Members from the Local Authority to discuss issues with several parishes at once. This would enable Parish Councils to have the opportunity to meet together to network, share ideas and consider resource issues.

It would be through this network that potential Parish Councils could be nominated to external bodies such as the Proud Theme Board and Area Assembly Co-ordinating Groups subject to consultation around the remit and focus of the network.

The first meeting was planned for the 27th January, 2007 to be held at the Town Hall and the format of future meetings would be agreed at that session.

A discussion ensued on the differing sizes and capacity of Parish Councils and the difficulties associated with parished and unparished areas. A discussion with relevant officers was suggested prior to the event on the 27<sup>th</sup> January, 2007.

Resolved:- (1) That the progress being made with developing closer joint working relations with Parish and Town Councils through the formation of a network of local Councils be noted.

(2) That relevant officers and Members meet to consider Parish Councils prior to the event on the 27<sup>th</sup> January, 2007.

## **90. PARISH REVIEW ARRANGEMENTS**

Consideration was given to a report presented by Andrew Towlerton, Policy and Research Manager, which detailed the agreed review of parish boundaries in the Borough by the Council over the next eighteen months. This report considered the scope, arrangements and timescale for this review. It also outlined proposals contained in the recent Local Government White Paper to enhance the role and functions of Parish Councils, many of which would have a direct impact on the Review process.

Specific reference was made to the proposed four stage process, the provisional timetable for completion and the changes necessary to the reporting process.

Resolved:- (1) That the scope, arrangements and timescales for the Review under the provisions of Part 2 of the Local Government and Rating Act 1997 be approved.

(2) That regular progress reports as the review progresses be received.

(3) That this report be referred to the Cabinet and Democratic Renewal Scrutiny Panel.

**91. BLACK PROFILE**

Andrew Towlerton, Policy and Research Manager, confirmed that the black profile was to be completed this financial year, but had been delayed due to the need for an assessment on the gypsy and traveller community.

Discussion ensued on the definition of the profile and how this would be made up.

Resolved:- That the black profile be submitted at a later stage for consideration.

**92. VOLUNTARY ACTION ROTHERHAM - SERVICE LEVEL AGREEMENT**

Colin Bulger, Head of Policy and Partnerships, confirmed that progress by Voluntary Action Rotherham would continue on a three month basis.

There had been some funding issues with the Service Level Agreement, which were in the process of being resolved. Board representation for relevant organisations were also being addressed by the management.

A meeting was arranged between the Council and Voluntary Action Rotherham later today, which hopefully would address some outstanding concerns around capacity building.

Resolved:- That the information be noted.

**93. NEIGHBOURHOOD RENEWAL FUND AND SINGLE REGENERATION BUDGET - UPDATE**

Consideration was given to a report presented by Ian Squires, Regeneration Funding Manager, which provided a brief update on the current activity within both the Neighbourhood Renewal Fund (NRF) 2006/08 Programme and also the Single Regeneration Budget (SRB) Round 6.

Specific reference was also made to:-

- NRF – Area Assembly NRF Allocations – Menu of Activities.
- NRF Area Assembly Allocations.
- NRF Delivery Plan – Equipment for the Disabled.
- NRF Quarter 2 Performance Monitoring.
- NRF/SRB Reserve Registration of Interest Forms.
- NRF Cross Cutting Adult Social Services (Older People) Project Reprofile.
- SRB Neighbourhood Wardens.
- SRB Project – Met UK.
- SRB Valley Environmental Programme – Variable Grant Approval

- and Spend Recovery Plan.
- SRB Quarter 2 Performance Monitoring.

The current activity would be closely monitored in partnership with the relevant officers.

Resolved:- (1) That the progress on both funding streams be noted.

(2) That updates as part of a regular report on external funding bids/programmes be provided on a quarterly basis.

#### **94. COMMUNITY COHESION FORWARD PLAN**

A copy of the updated Forward Plan was circulated to all those at the meeting by the Head of Policy and Partnerships.

It was suggested that the agenda items be grouped accordingly into the following categories:-

- For Decision/Approval.
- For Discussion/Progress.
- For Information.

Resolved:- (1) That the Forward Plan be approved.

(2) That the revised planned workload be received at each meeting.

(3) That the agenda items be specifically categories for each meeting.

#### **95. COLIN BULGER**

The Cabinet Member offered his congratulations to Colin Bulger, Head of Policy and Partnerships, for his new Assistant Chief Executive post and thanked him for his support and hard work during the year.

#### **96. DATE AND TIME OF NEXT MEETING**

Resolved:- That the next meeting of the Cabinet Member for Community Cohesion take place on Monday, 22<sup>nd</sup> January, 2007, at 8.30 a.m.

The Cabinet Member also took the opportunity to wish everyone a very Merry Christmas and a Happy New Year.

<b>ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS</b>
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<b>1.</b>	<b>Meeting:</b>	<b>Cabinet Member and Advisers for Community Cohesion</b>
<b>2.</b>	<b>Date:</b>	<b>22<sup>nd</sup> January 2007</b>
<b>3.</b>	<b>Title:</b>	<b>Voluntary Sector Service Level Agreement</b>
<b>4.</b>	<b>Programme Area:</b>	All

## **5. Summary**

Attached is the Service Level Agreement between Rotherham MBC and Voluntary Action Rotherham, (VAR) which is the result of negotiations between RMBC officers and VAR for 2006/7.

## **6. Recommendations**

**That the Cabinet Member for Community Cohesion:**

- 1. Notes the SLA attached**
- 2. Approves the SLA under his Delegated Powers**
- 3. Receives regular updates on delivery against set outcomes and outputs as described in the SLA**

## **7. Proposals and Details**

RMBC supports the core costs of Voluntary Action Rotherham. In return for the support VAR agree to complete activities of work which comprises a Service Level Agreement. This is agreed each year with the Cabinet Member for Community Cohesion under his delegated powers. Due to a number of factors, not least capacity issues within VAR as they have geared up to start initiatives under their SYIP award, it was agreed to put back work on the this years SLA and more time could be spent on it.

The attached is the result of discussions and negotiations between RMBC and VAR officers. It starts the process by which the councils agreement with VAR moves from being output to Outcome focused. This process will gather pace for next years SLA for which negotiations will begin shortly.

The SLA is broken down into 7 Service Elements with a number of Key Tasks assigned to each Service Element. Targets are assigned to each Key Task. These will be subject to a separate report to this panel in April 2007.

## **8. Finance**

This year RMBC support for VAR will be £207,900. This has geared in a variety of support from other agencies including £4.1Million from Yorkshire Forward.

## **9. Risks and Uncertainties**

There is always some risk associated with the voluntary sector however good management controls are in place within VAR to offset these such as governance arrangements, Performance Management Framework and risk registers.

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

The VCS is becoming more important for local government in general and for RMBC in particular. This is in the fields of general service delivery, community information, and as an advisor to the council. A number of government papers have been released all focused on engaging community and voluntary groups more in designing and delivering services. It is expected that this will be continued for the foreseeable future.

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

**None**

Contact details

Colin Bulger, Director of Policy and Partnerships

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**VOLUNTARY ACTION ROTHERHAM****SERVICE SPECIFICATION**

1	<p style="text-align: center;"><b><u>AGREEMENT</u></b></p> <p>This Service Specification forms part of an agreement (“the Agreement”) between Rotherham Borough Council (“the Council”) and Voluntary Action Rotherham (“the Organisation”) for the delivery of the services specified in this Service Specification.</p>
2	<p style="text-align: center;"><b><u>TERM</u></b></p> <p><b>Clause 2 of the Agreement</b></p> <p>This Service Specification is for the period <b>1 April 2006 to 31 March 2007</b>.</p> <p>This Service Specification is subject to review as at section 17.</p>
3	<p style="text-align: center;"><b><u>PAYMENT OF GRANT</u></b></p> <p><b>Clause 8 of the Agreement</b></p> <p>Subject to the terms and conditions of the Agreement, the Grant will be paid by cheque made payable to the Organisation as follows –</p> <p><b>Date: 1 April 2005; Amount: £90,000</b>  <b>Date: 1 October 2005; Amount: £90,000</b>  <b>Date: 1 April 2006; Amount: £100,000</b>  <b>Date: 1 October 2006; Amount: £109,700</b>  <b>Date: 1 April 2007; Amount: £100,000</b>  <b>Date: 1 October 2007; Amount: £100,000</b></p> <p><b>Total Grant: £589,700</b></p>
4	<p style="text-align: center;"><b><u>LIAISON OFFICERS</u></b></p> <p>The Council’s Liaison Officer will be:  Matthew Gladstone Acting Assistant Chief Executive; Eric Manns Building, 45 Moorgate Street, Rotherham, S60 2RB Tel: 01709 382121  E-mail: <a href="mailto:matthew.gladstone@rotherham.gov.uk">matthew.gladstone@rotherham.gov.uk</a></p> <p>The Organisation’s Liaison Officer will be: Janet Wheatley, Chief Executive, Voluntary Action Rotherham, Durlston House, 5 Moorgate Rd, Rotherham, S60 2EN Tel: 01709 829821 email: <a href="mailto:janet.wheatley@varotherham.org.uk">janet.wheatley@varotherham.org.uk</a></p>
5	<p style="text-align: center;"><b><u>SPECIAL CONDITIONS</u></b></p> <p><b>Clause 8 of the Agreement</b></p> <ol style="list-style-type: none"> <li>1. The Liaison Officers shall meet quarterly to discuss issues in relation to the performance of this Agreement.</li> <li>2. The RMBC/VAR Liaison Group will meet every four months in line with this service specification.</li> </ol>

6	<p style="text-align: center;"><b><u>ORGANISATION'S GENERAL OBJECTIVES</u></b></p> <p>The Organisation's general aims are –</p> <ul style="list-style-type: none"> <li>• To support the growth, development and maintenance of voluntary and community organisations in the borough of Rotherham</li> <li>• To support, develop and promote effective partnership working for the benefit of the voluntary and community sectors in Rotherham</li> <li>• To assist the strategic development of Voluntary and community organisations internal policy and best practice</li> <li>• To enable the voluntary and community sector to have a voice, influence and to drive change locally, regionally, and nationally</li> <li>• To be an effective and sustainable organisation.</li> </ul>
7	<p style="text-align: center;"><b><u>SPECIFIC OBJECTIVES</u></b></p> <p>The Organisation's specific objectives in relation to this agreement are –</p> <ol style="list-style-type: none"> <li>a) Enable Voluntary and community organisations to access relevant information, guidance and/or advice and resources.</li> <li>b) Broker services and shared resources for and with the sector.</li> <li>c) Promote and support the management of a diverse and inclusive sector.</li> <li>d) Facilitate voluntary and community organisations representation on and participation in partnerships and other multi-agency structures.</li> <li>e) Improve the governance of the organisation.</li> <li>f) To keep the Council informed of national or regional policies related to the role of the voluntary and community sectors on the quality of life within the borough.</li> <li>g) Maximise the use of ICIB funding by leveraging in additional resources to support the Organisation and voluntary and community organisations.</li> </ol> <p>This agreement will enable VAR to apply for, and lever in, identified additional funding to consolidate their delivery.</p>
8	<p style="text-align: center;"><b><u>SERVICE ELEMENTS</u></b></p> <p>In accordance with the agreement and this Service Specification, the Organisation will take the following action to achieve the specific objectives:</p> <ol style="list-style-type: none"> <li>a) Enable Voluntary and community organisations to access relevant information, guidance and/or advice and resources by: <ul style="list-style-type: none"> <li>• Providing effective marketing information which informs Voluntary and community organisations of VAR services and other specialist infrastructure services (REMA, SYFAB etc)</li> <li>• Increasing the number of Voluntary and community organisations who are members of VAR and introduce an updated membership scheme</li> <li>• Effectively and efficiently signpost people to infrastructure support services internally, and to other infrastructure organisations where appropriate.</li> <li>• Providing support to voluntary and community organisations in the area of quality standards to improve performance.</li> </ul> </li> </ol>

- Developing a network for HR and legal advice to voluntary and community organisations.

**b)** Broker services and shared resources for and with the sector to:

- Provide local voluntary and community groups with advice and support on premises and asset management issues.
- Develop a locally based IT support service which will enable local voluntary and community groups take advantage of the benefits of modern ICT technology.

**c)** Promote and support the management of a diverse and inclusive sector.

- Monitor the diversity of individuals/organisations accessing (VAR) infrastructure services (according to communities of place and interest as set out in the local NRS).
- In response to the above, ensure that communities of interest and place have increased knowledge of and access to VAR services via an effective, targeted marketing strategy.
- Provide targeted support for the Rotherham Ethnic Minority Alliance (REMA) to enable it to act as a stable effective umbrella organisation for BME voluntary and community organisations.
- Take action to address inequality in provision or access to services

**d)** Facilitate voluntary and community organisations representation on and participation in partnerships and other multi-agency structures.

- Provide advice and support to the Council on effective ways to engage with VCS organisations in relation to key policy and strategy development.
- Support the Council's equalities, consultation and involvement teams in developing good quality mechanisms with the vol/comm. sector.
- Continue to ensure voluntary and community organisations/CEN representation on key strategic meetings in a clear accountable way that ensures good equality and diversity practice.

**e)** Improve the governance of the organisation and the vol/comm. sector.

- Review VARs governing document, standing orders and other documentation, and consider amending them if and where necessary to enable the implementation of The Good Governance Code for the voluntary and community sector.
- Ensure through example and leadership that VCS organisations in Rotherham develop and implement good governance and accountability.

**f)** To keep the Council informed of national or regional policies related to the role of the voluntary and community sectors in the quality of life within the borough.

- Provide regular briefings on government policy related to the development of VCS organisations, and help identify areas for joint working with the Council.

	<ul style="list-style-type: none"> <li>• Support the Council by attending council meetings and providing intelligence, in response to any government guidance that requires local authority involvement.</li> <li>• Work within the Council to implant and mainstream the 5 codes of good practice within the Rotherham Compact.</li> <li>• Progress the procurement agenda with Council officers to ensure VCS organisations are able to benefit from procurement opportunities available.</li> </ul> <p><b>g) Maximise the use of council grant by leveraging in additional resources to support the Organisation and voluntary and community organisations.</b></p> <ul style="list-style-type: none"> <li>• Work closely with the South Yorkshire Funding Advice Bureau in order to maximise funding to VCS organisations in the borough.</li> <li>• Bring together funders with an interest in the voluntary and community sector in Rotherham to help coordinate funding opportunities, information and improve access to funding.</li> <li>• Use the ICIB funding to lever in further funding to support VCS organisations in the borough.</li> </ul>		
9	<p><b><u>WORK PLANNING</u></b></p> <p><b>Key tasks, targets, objectives, outcomes and outputs for year 2</b></p> <p>(VAR lead officers shown in brackets where appropriate)</p>		
	<b>OBJECTIVE</b>	<b>KEY TASKS</b>	<b>TARGETS</b>
a) Enable Voluntary and community organisations to access relevant information, guidance and/or advice and resources.	<ul style="list-style-type: none"> <li>• Providing effective marketing information which informs Voluntary and community organisations of VAR services and other specialist infrastructure services (REMA, SYFAB etc)</li> <li>• Increasing the number of Voluntary and community organisations who are members of VAR and introduce an updated membership scheme</li> </ul>	<ul style="list-style-type: none"> <li>• VAR website developed to enable users to automatically receive e-mail updates by January 07</li> <li>• Contact database to be developed and linked to the VAR website to enable users to receive the category of information they request by February 07</li> <li>• New membership scheme to aid marketing of the membership benefits to be developed and introduced by October 06</li> <li>• No overall loss in members by March 07 compared with September 06</li> </ul>	

	<ul style="list-style-type: none"> <li>• Effectively and efficiently signpost people to infrastructure support services internally, and to other infrastructure organisations where appropriate.</li> <li>• Providing support to voluntary and community organisations in the area of quality standards to improve performance.</li> <li>• Developing a network for HR and legal advice to voluntary and community organisations.</li> </ul>	<ul style="list-style-type: none"> <li>• To establish sign posting arrangements to avoid duplication of services offered with other infrastructure organisations in line with Customer First by March 07</li> <li>• To establish baseline for organisations that are referred to other infrastructure organisations by March 07</li> <li>• Provide at least 20 hours support to 10 VCOs in the areas of quality standards, HR, contract management, legal support, and finance by April 07</li> <li>• 2 VCOs to achieve Pqasso level 2 by March 07</li> <li>• Secure Objective 1 funding for the network to enable all advisors to be recruited by January 07</li> <li>• To develop action plan for future funding by March 07</li> </ul>
<ul style="list-style-type: none"> <li>• Broker services and shared resources for and with the sector.</li> </ul>	<ul style="list-style-type: none"> <li>• Provide local voluntary and community groups with advice and support on premises and asset management issues.</li> <li>• Develop a locally based IT support service which will enable local voluntary and community groups take advantage of the benefits of modern ICT technology.</li> </ul>	<ul style="list-style-type: none"> <li>• To monitor requests for advice and support from July 06 (Premises Manager recruited by this date) and establish baseline by March 07</li> <li>• To assess the asset base of VCS organisations using existing research information by March 07.</li> <li>• Develop an ICT strategy for VAR and the voluntary and community sector by March 07</li> <li>• Undertake market research of the IT needs of VCOs and develop</li> </ul>

		action plan to meet the needs by February 07
<ul style="list-style-type: none"> <li>Promote and support the management of a diverse and inclusive sector.</li> </ul>	<ul style="list-style-type: none"> <li>Monitor the diversity of individuals/organisations accessing (VAR) infrastructure services (according to communities of place and interest as set out in the local NRS).</li> <li>In response to the above, ensure that communities of interest and place have increased knowledge of and access to VAR services via an effective, targeted marketing strategy.</li> <li>Provide targeted support for the Rotherham Ethnic Minority Alliance (REMA) to enable it to act as a stable effective umbrella organisation for BME voluntary and community organisations.</li> <li>Take action to address inequality in provision or access to services</li> </ul>	<ul style="list-style-type: none"> <li>Develop appropriate data collection tools and PMF framework to monitor beneficiary data across all of VAR services October 06</li> <li>To establish baseline by March 07</li> <li>Evaluate event to showcase VAR services and implement results by February 07</li> <li>Develop and implement targeted marketing strategy by March 07</li> <li>To provide managerial support to REMA to ensure that funding for the BME networks is secured by January 07</li> <li>To review REMA and BME organisations and implement findings to establish a providers network by March 07</li> <li>Heads of Departments to regularly review customer satisfaction survey results and beneficiary data from October 06</li> <li>Establish baseline of customer satisfaction by March 07</li> </ul>
<ul style="list-style-type: none"> <li>Facilitate voluntary and community organisations representation on and participation in partnerships and other multi-agency structures.</li> </ul>	<ul style="list-style-type: none"> <li>Provide advice and support to the Council on effective ways to engage with VCS organisations in relation to key policy and strategy development.</li> <li>Support the Council's equalities, consultation</li> </ul>	<ul style="list-style-type: none"> <li>Provision of a regular strategic forum for the sector and the Council</li> <li>Meetings of the RMBC/VAR Liaison Group which require attendance by both parties.</li> <li>To establish means for VCOs to use the</li> </ul>

	<p>and involvement teams in developing good quality mechanisms with the vol/comm. sector.</p> <ul style="list-style-type: none"> <li>Continue to ensure voluntary and community organisations/CEN representation on key strategic meetings in a clear accountable way that ensures good equality and diversity practice.</li> </ul>	<p>consultation process developed by the CCCI Team in RMBC by March 07</p> <ul style="list-style-type: none"> <li>To provide information for VCOs to ensure their rights under the consultation process are fully understood by March 07</li> <li>Develop and widen the membership base of the CEN to enhance participation in local decision making processes amongst key communities of interest and place by December 06</li> <li>CEN review to be completed and action plan developed by January 07</li> </ul>
<ul style="list-style-type: none"> <li>Improve the governance of the organisation and the vol/comm. sector.</li> </ul>	<ul style="list-style-type: none"> <li>Review VARs governing document, standing orders and other documentation, and consider amending them if and where necessary to enable the implementation of The Good Governance Code for the voluntary and community sector.</li> <li>Ensure through example and leadership that VCS organisations in Rotherham develop and implement good governance and accountability.</li> </ul>	<ul style="list-style-type: none"> <li>Review of policies to enable use by VCOs by January 07</li> <li>To Implement in VAR the Good Governance Code for the voluntary and community sector by March 07</li> <li>To take part in the national pilot project for good governance to establish a benchmark for good governance in VCOs in Rotherham by March 07</li> <li>To undertake 10 health checks in VCOs and produce action plans to improve governance by March 07</li> </ul>
<ul style="list-style-type: none"> <li>To keep the Council informed of national or regional policies related to</li> </ul>	<ul style="list-style-type: none"> <li>Provide regular briefings on government policy related to the</li> </ul>	<ul style="list-style-type: none"> <li>Provide at least 4 briefings on key policy/strategic</li> </ul>

<p>the role of the voluntary and community sectors in the quality of life within the borough.</p>	<p>development of VCS organisations, and help identify areas for joint working with the Council.</p> <ul style="list-style-type: none"> <li>• Support the Council by attending council meetings and providing intelligence, in response to any government guidance that requires local authority involvement.</li> <li>• Work within the Council to implant and mainstream the 5 codes of good practice within the Rotherham Compact.</li> <li>• Progress the procurement agenda with Council officers to ensure VCS organisations are able to benefit from procurement opportunities available.</li> </ul>	<p>developments affecting the VCS sector by March 07</p> <ul style="list-style-type: none"> <li>• Report on the implications of the annual VCO user survey by February 07</li> <li>• To take part in Scrutiny Committee as required and to assist RMBC in understanding the VCS requirements of any Government guidance</li> <li>• Develop case studies to aid RMBC decision making in the base budget review of VCO funding by March 07</li> <li>• Support 15 organisations in implementing the compact codes of practice by March 07</li> <li>• To work with Council officers to develop a better understanding of the Compact in RMBC by March 07</li> <li>• To ensure that the RMBC procurement strategy meets the needs of VCOs in Rotherham through attendance at the Procurement Strategy meetings</li> <li>• To develop a marketing strategy of VCOs from the Children and Young Peoples' sector to aid commissioning of RMBC services by March 07</li> </ul>
<ul style="list-style-type: none"> <li>• Maximise the use of ICIB funding by leveraging in additional resources to support the Organisation and voluntary and community organisations.</li> </ul>	<ul style="list-style-type: none"> <li>• Work closely with the South Yorkshire Funding Advice Bureau in order to maximise funding to VCS organisations in the borough.</li> </ul>	<ul style="list-style-type: none"> <li>• To produce a baseline of VCOs referred to SYFAB for funding advice by March 07</li> <li>• SYFAB to regularly participate in Rotherham Funding Group to ensure up to date funding information can be readily distributed to VCOs in</li> </ul>



					Rotherham
				<ul style="list-style-type: none"> <li>Bring together funders with an interest in the voluntary and community sector in Rotherham to help coordinate funding opportunities, information and improve access to funding.</li> <li>Use the ICIB funding to lever in further funding to support VCS organisations in the borough.</li> </ul>	<ul style="list-style-type: none"> <li>Determine baselines with funders in the Rotherham Funding Group to establish priorities for the Funding Group by March 07</li> <li>£4.1 million secured through SYIP to begin implementation from April 2006</li> </ul>
10	<b><u>BENEFICIARIES</u></b>				
	The Organisation must ensure that the following groups benefit from the achievement of the key tasks, targets, objectives, outcomes and outputs				
<b>Target Group</b>				<b>Number</b>	
Total number of beneficiaries				210 groups 2 networks	
Breakdown of beneficiaries					
Black and Minority Ethnic Groups and communities				1	
Member organisations				210	
Other VCS groups				220	
Other: Networks				2	
Other – LSP Structure Board & Spokes				6	
Other – the Council				1	
Other: (please state) Sub Regional and National Organisations e.g. NACVS, SYCVS SYOF				3	
11	The organisation's services will cover the following areas:				
<b><u>WARDS</u></b>					
1. Anston and Woodsetts		2. Boston Castle		3. Brinsworth & Catcliffe	
4. Dinnington		5. Hellaby		6. Holderness	
7. Hooper		8. Keppel		9. Maltby	
10. Rawmarsh		11. Rother Vale		12. Rotherham East	
13. Rotherham West		14. Silverwood		15. Sitwell	
16. Swinton		17. Valley		18. Wales	
19. Wath		20. Wickersley		21. Wingfield	
22. All Wards	√				

12	<p style="text-align: center;"><b><u>NEIGHBOURHOOD RENEWAL AREAS</u></b></p> <p>The Organisation works across all wards and Neighbourhood Renewal areas (Part of Brinsworth and Aston, Central, Dinnington, Flanderwell, Kimberworth Park, Maltby, Masbrough, Rawmarsh, Swinton North, Wath, Wath East, West Melton) and will supply information on its work in these areas.</p>
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13	<b><u>OUTPUTS</u></b>
	<p>Output / Number</p> <ul style="list-style-type: none"> <li>• <u>Website developed</u> 1</li> <li>• <u>Contact database developed</u> 1</li> <li>• <u>New membership scheme</u> 1</li> <li>• <u>Signposting arrangements established</u> 1</li> <li>• <u>Baselines established</u> 6</li> <li>• <u>VCOs supported</u> 22</li> <li>• <u>Funding bid approved</u> 1</li> <li>• <u>Future funding action plan developed</u> 1</li> <li>• <u>Asset base of VCOs report</u> 1</li> <li>• <u>ICT strategy developed</u> 1</li> <li>• <u>Market research undertaken</u> 1</li> <li>• <u>Develop PMF framework to monitor beneficiary data</u> 1</li> <li>• <u>Event evaluation report</u> 1</li> <li>• <u>Marketing strategy developed</u> 2</li> <li>• <u>Funding secured for BME network</u> £40k</li> <li>• <u>Establish BME network</u> 1</li> <li>• <u>Strategic forum provision</u> 1</li> <li>• <u>VAR/RMBC Liaison Group meetings</u> 3</li> <li>• <u>CEN review</u> 1</li> <li>• <u>Review of policies</u> 1</li> <li>• <u>Pilot for good governance</u> 1</li> <li>• <u>Briefings on policy/strategic developments</u> 4</li> <li>• <u>Undertake annual survey</u> 1</li> <li>• <u>Case studies developed</u> 2</li> <li>• <u>Funding group meetings</u> 4</li> <li>• <u>Jobs safeguarded</u> 7</li> <li>• <u>Jobs created</u> 1</li> </ul>
14	<p style="text-align: center;"><b><u>OUTCOMES</u></b></p> <p>The outcomes of this agreement will be:</p> <p>Over the 3 years of this SLA this project will contribute to the following outcomes –</p> <ol style="list-style-type: none"> <li>1. Voluntary and community organisations have increased knowledge of VAR &amp; other available infrastructure support services</li> <li>2. Voluntary and community organisations make effective use of resources by sharing good practice, expertise and/or equipment, premises etc. where possible.</li> <li>3. There are a higher number of Voluntary and community organisations, representing the diversity of the local community, accessing (VAR) infrastructure services.</li> <li>4. Voluntary and community organisations benefit from an effective and sustainable local infrastructure organisation.</li> </ol>
15.	<p style="text-align: center;"><b><u>EVALUATION AND MONITORING</u></b></p> <p>1. The Organisation will notify the Council in writing of any change to its</p>

	<p>Management Committee within one week of such change.</p> <p>2. The Organisation will notify the Council in writing of any changes to posts funded through this agreement including the names of post holders within one week of such change.</p> <p>In each monitoring return sent to the Council, the Organisation must submit details of –</p> <ul style="list-style-type: none"> <li>• any other funding received from the Council showing for each funding the amount, type of funding (or funding name) and Council department;</li> <li>• work undertaken to identify and seek alternate funding showing funding sources, application date and level of success;</li> <li>• information on progress towards, and achievement of, the key tasks, targets, objectives, outcomes and outputs objectives;</li> <li>• Information on persons benefited by the Agreement</li> </ul>
16.	<p style="text-align: center;"><b><u>FINANCES</u></b></p> <p>Finances are to be spent in line with the agreed financial profile within relevant budget headings: please see Financial Profiles.</p> <p>Contributions from other agencies that form part of the Organisation’s finances must be identified in this agreement and in the monitoring returns.</p> <p>The Organisation must ensure that it remains within the overall financial profiles given in this agreement.</p> <p>Any virement that increases or reduces any budget heading by 10% or more within the agreed profile will require prior written approval from the Council.</p> <p>The Organisation will ensure it receives and records competitive quotations for any purchase of services or goods. It is good financial practice to get three written quotations for any purchase over £500.</p> <p>If the Organisation is purchasing services or goods over the value of £3,000 it will consult the Councils Liaison Officer for approval before purchase.</p>
17.	<p style="text-align: center;"><b><u>REVIEW OF THE SERVICE SPECIFICATION</u></b></p> <ol style="list-style-type: none"> <li>1. The Service Specification will be reviewed in October 06 and March 07.</li> <li>2. The review will be undertaken by the Council’s Liaison Officer and the Organisation’s Liaison Officer.</li> <li>3. The review will consider the following: <ul style="list-style-type: none"> <li>• The progress of the services and finances against targets</li> <li>• The financial situation of the Organisation</li> <li>• Continuation of the Service Level Agreement</li> <li>• New targets for the following financial year (where you have a Service Level Agreement that is longer than the current financial year).</li> <li>• Available / required budget for the following year (where you have a Service Level Agreement that is longer than the current financial year).</li> </ul> </li> </ol>

18.	<b><u>AGREED DOCUMENTATION LIST</u></b>	
	The Organisation confirms it has the following policies, procedures and other documentation in place.	
	<b><u>POLICY/PROCEDURE DOCUMENTATION</u></b>	<b>Tick to confirm</b>
	Memorandum and Articles of Association / other governing document (please state)	✓
	The Organisation's business plan	✓
	An up to date structure chart showing staffing and governance structures	✓
	A list of the names and home addresses of all committee members	✓
	Equal Opportunities Policy	✓
	<b><i>Note: All the above need to be provided to the Council with the signed Service Level Agreement</i></b>	
	Health and Safety policies and procedures (appropriate to Organisation's work)	✓
	Recruitment and Selection Policy	✓
	Sustainability Policy (Environmental Policy being prepared for January07)	X
	Quality Procedures	✓
	Child Protection Policy	✓
	Complaints Procedure & Public Leaflet	✓
	Disciplinary Policy & Procedures	✓
	Grievance Policy & Procedure	✓
	Confidentiality Policy	✓
	Data Protection Policy	✓
	Insurance - Public Liability	✓
	Insurance – Employers Liability	✓
	Insurance – Buildings	✓
	Insurance – Contents	✓
	Insurance – Trustee and Professional Indemnity	✓

**FINANCIAL PROFILES**

1	Chief Executive's Department funding approval under this agreement			£209,700	
2	Total funding from other sources			£165,452	
3	Total cost of your project			£375,152	
4	Breakdown by funding sources				
	<b>Funding Source A</b>	<b>Fund B</b>	<b>Funding needed C</b>	<b>Funding secured D</b>	<b>Status of remaining funding E</b>
	The Council	Chief Executives Department	209,700	209,700	This agreement
	Lottery funds				
	Other Government / Public Sector				
		PCT	11,628	11,628	approved
	Private Sector				
	Voluntary Sector				
	Other Sources	Management fees and rents	93,294	93,294	
		Income	60,530		For services during the year
	<b>TOTALS</b>		375,152	314,622	
5	The Organisation confirms that it has not received funding from any other source for activity under this agreement.				
6	<p><b>Project sustainability after end of funded period</b></p> <p>The Organisation wishes to continue the Project after the funded period. In pursuit of this objective the Organisation will carry out the following work:</p> <p>The bid to Yorkshire Forward for South Yorkshire Investment Fund continues through to April 2009. This will provide some of the income required through the management fee to be charged to the scheme for that year. Other income should have increased during the period of this funding agreement leaving a balance to find from other sources.</p>				

7 Breakdown of project budget				
Description	Total Cost	Contribution from ICIB C	Contribution from other sources D	Please identify the other sources E
A	B			
Salaries, National Insurance and pensions	241,000	200,000	41,000	Management fee and income
Recruitment	2,000		2,000	Management fee and income
Fees for Freelance Workers				
Rent	14,500		14,500	Management fee and income
Rates	1,600		1,600	Management fee and income
Training for staff and volunteers including committee	5,000		5,000	Management fee and income
Training for beneficiaries				Management fee and income
Travel for staff and volunteers	2,000		2,000	Management fee and income
Consultancy, professional services and advice	10,000		10,000	Management fee and income
Basic repairs and maintenance	6,000		6,000	Management fee and income
Office Equipment				Management fee and income
Stationery	5,000		5,000	Management fee and income
Marketing and publicity	13,700	9,700	4,000	Management fee and income
Other running expenses – include telephone, gas, electricity, water, insurance premises, fuel etc.	7,982		7,982	Management fee and income
Other: photocopying, postage, phones etc	21,370		21,370	Management fee and income
Other: insurance	10,000		10,000	Management fee and income
Other: running costs etc	22,800		22,800	Management fee and income
Other: audit, accountancy, bank etc	12,200		12,200	Management fee and income
<b>TOTALS</b>	<b>375,152</b>	<b>209,700</b>	<b>165,452</b>	

8	<b>Basis of calculations of your project budget</b> This provides a breakdown of costs by budget heading.
<b>Description</b>	
Salaries, National Insurance and pensions (If you are asking us to fund or part fund a job, please enclose a job description and person specification for the job)	Salary plus National Insurance at either 9.3% or 12.8% depending on the pension fund, and pension cost of 10.25% or 15% depending on pension fund.
Recruitment	1 person recruited – cost for advertising in 1 newspaper.
Fees for Freelance Workers	
Rent	Lease cost for land for car park £6,240 and rent for offices at Moorgate Business Centre
Rates (Please also state whether you are receiving discretionary or mandatory rate relief.)	Discretionary rate cost £1,600
Training for staff and volunteers including committee	£500 per person plus £2,000 for the board
Training for beneficiaries	
Travel for staff and volunteers	5000 miles forecast for the year
Consultancy, professional services and advice	Business planning and governance away days (£2,000), and HR consultant.
Basic repairs and maintenance	Based on maintenance schedule and service contracts. Spending last year £6,268 .
Office Equipment	
Stationery	Budget increased to include branding costs – logo, signage and printing
Marketing and publicity	Cost of Community Achievement event (£9,700). Budget increased to include new membership structure costs.
Other running expenses – include telephone, gas, electricity, water, insurance premises, fuel etc.	Costs in 05/06 included energy £3,547, water £207, waste £620, and fire and security £1,662.
Other: photocopying, postage, phones etc	Costs in 05/06 included photocopying £13,000, postage £2,276, telephones and fax £3,780, catering £1,334 and subscriptions £5,289.
Other: Insurance	Cost in 05/06 for insurance was £8,821
Other: Running costs	Costs in 05/06 included governance £3,810, redundancy £1,740 and depreciation £13,095.
Other: Audit and accountancy	Previous budget audit £6,871



<b><u>FINANCES</u></b>																		
	Finances are to be spent in line with the agreed financial profile within relevant budget headings.																	
9.	<b>ORGANISATION'S BANK ACCOUNT DETAILS</b>																	
	<table border="1"> <tr> <td>Name on account</td> <td>Voluntary Action Rotherham</td> </tr> <tr> <td>Name of bank or building society</td> <td>Unity Trust Bank</td> </tr> <tr> <td rowspan="2">Address of bank or building society</td> <td>9 Brindley Place</td> </tr> <tr> <td>Birmingham</td> </tr> <tr> <td></td> <td style="text-align: right;">Post Code: B1 2HB</td> </tr> <tr> <td>Phone number of bank or building society</td> <td>0121 6164101</td> </tr> <tr> <td>Sort Code</td> <td>08-06-01</td> </tr> <tr> <td>Account Number</td> <td>20038311</td> </tr> <tr> <td>Roll Number (Building society accounts only)</td> <td></td> </tr> </table>	Name on account	Voluntary Action Rotherham	Name of bank or building society	Unity Trust Bank	Address of bank or building society	9 Brindley Place	Birmingham		Post Code: B1 2HB	Phone number of bank or building society	0121 6164101	Sort Code	08-06-01	Account Number	20038311	Roll Number (Building society accounts only)	
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	Post Code: B1 2HB																	
Phone number of bank or building society	0121 6164101																	
Sort Code	08-06-01																	
Account Number	20038311																	
Roll Number (Building society accounts only)																		
10	<p><b><u>Signatories to the Account</u></b></p> <p>The organisation confirms that a minimum of TWO signatories are required for payments from this account.</p>																	
11	Name and Position of all the signatories to the bank account:																	
	<table border="1"> <thead> <tr> <th style="text-align: left;">Name</th> <th style="text-align: left;">Position:</th> </tr> </thead> <tbody> <tr> <td>Janet Wheatley</td> <td>Chief Executive</td> </tr> <tr> <td>Annette Lax</td> <td>Finance Manager</td> </tr> <tr> <td>Keith Dodson</td> <td>Head of Business Development</td> </tr> <tr> <td>Peter Broxham</td> <td>Chair of Board</td> </tr> <tr> <td>Peter Bradbury</td> <td>Treasurer</td> </tr> <tr> <td>Sue Barratt</td> <td>Trustee</td> </tr> </tbody> </table>	Name	Position:	Janet Wheatley	Chief Executive	Annette Lax	Finance Manager	Keith Dodson	Head of Business Development	Peter Broxham	Chair of Board	Peter Bradbury	Treasurer	Sue Barratt	Trustee			
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Peter Broxham	Chair of Board																	
Peter Bradbury	Treasurer																	
Sue Barratt	Trustee																	
12	The Organisation confirms that none of the signatories above are related to each other.																	
13	<p><b><u>The Organisation's other bank accounts</u></b></p> <p>The Organisation has 1 bank account in addition to the account detailed above: Account Number 20177654 Unity Trust Bank – used for payments for the building</p>																	
14	<p><b><u>The Organisation's Financial Statements</u></b></p> <p>The Organisation will submit its latest annual financial accounts to the Council. These accounts are independently audited and no more than 14 months old. A copy of the latest bank statement (which is no more than four months old) is attached to this agreement.</p>																	
15	<p><b>Details of the Organisation's Auditor</b></p> <p>Auditor's name: Barber, Harris and Platt</p> <p>Auditor's address: 2 Rutland Park, Sheffield</p> <p>Post Code: S10 2PD</p> <p>Telephone Number: 0114 266 7171</p> <p>Qualifications: Chartered Accountants</p>																	

## Committee Members

The full names and **home** addresses of ALL the Organisation's committee members with details of their position on the committee (the Chair, Secretary and Treasurer need to be done first.)

<b>Full Name</b>	<b>Home Address</b>	<b>Post Code</b>	<b>Position</b>
Peter Broxham	Rotherham Advocacy Project Unit C15, Taylor's Court, Parkgate, Rotherham	S62 6NU	Chairperson
Janet Wheatley	Durlston House, 5 Moorgate Road, Rotherham	S60 2EN	Secretary
Peter Bradbury	Rotherham Chamber of Commerce, 12 The Crofts, Snail Hill, Rotherham	S60 2DJ	Treasurer
Kerry Albiston	Women's Refuge PO Box 288 Rotherham	S60 1YD	Trustee
Sue Barratt	GROW The Ladder, Malkiln Street, Rotherham	S60 2HY	Trustee
Jeanette Mallinder	Carers Forum 106-108 Fitzwilliam Road, Rotherham	S65 1PX	Trustee
Ray Noble	Hard of Hearing Society 15 Park View Road, Rotherham	S61 2HG	Trustee
Margaret Oldfield	RDGH Moorgate Road, Rotherham	S60 2UD	Vice Chair Trustee
Parveen Qureshi	United Multi Cultural Centre 34 Spring Street, Rotherham	S65 1HD	Trustee
Mohammed Suleman	Kashmiri Trust 106-108 Fitzwilliam Road, Rotherham	S65 1PX	Trustee
Elaine Taylor	Rotherham Mind Amberley Court, 101 Effingham Street Rotherham	S65 1BL	Trustee
Terence Barker	R.O.P.E.S. 61 Middle Avenue, Rawmarsh, Rotherham	S62 7BS	Trustee
Rev. Steve Millwood	Kimberworth Park Forum 21 Birks Road, Rotherham	S62 3JX	Trustee
Joyce Maleham	Wath-upon-Dearne Community Partnership 1 Fleming Square Wath-upon-Dearne Rotherham	S63 6RY	Trustee

Lorraine Wainwright	Rotherham Crossroads Caring for Carers Unit 19, Riverside Development, Eastwood Trading Estate, Rotherham	S65 1SU	Trustee
Nick Cragg	Rotherham Chamber of Commerce Stafforce Recruitment Reginald Arthur House Percy Street, Rotherham	S65 1ED	Co-opted
Sarah Whittle	Deputy Director Strategic Planning – Health and Social Services PCT/RMBC, Oak House, Moorhead Way, Bramley, Rotherham	S66 1YY	Partner Adviser
Colin Bulger	RMBC Eric Manns Building 45 Moorgate Street, R'ham	S60 2RB	Partner Adviser
To be confirmed	Rotherham Partnership Reresby House Bow Bridge Close Templeborough Rotherham	S60 1BY	Partner Adviser
John Lewis	Rotherham Chamber of Commerce 15 High Street, Rotherham	S60 1PT	Partner Adviser
Cllr J.P. Wardle	RMBC 3 Turnberry Way Dinnington, Sheffield	S25 2TA	Partner Adviser
Cllr F. Hodgkiss	RMBC 23 Melton Avenue, Brampton Bierlow, Barnsley	S73 0XS	Partner Adviser
Wendy Birch	Rotherham Community Resource programme Trust Ltd 26 Moorgate Road Rotherham	S60 2DA	Trustee
Margaret Pykett	Age Concern 49-53 St Ann's Road Rotherham	S65 1PF	Trustee

Please tick the box if **the Organisation do not wish** the above information to be accessible for inspection by the public.

<b>ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS</b>
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<b>1</b>	<b>Meeting:</b>	<b>Cabinet Member for Community Cohesion</b>
<b>2</b>	<b>Date:</b>	<b>22 January 2007</b>
<b>3</b>	<b>Title:</b>	<b>Equality Mark Certificate</b>
<b>4</b>	<b>Programme Area:</b>	<b>Chief Executive's Department</b>

## **5. Summary**

To inform the meeting that the Council will be awarded the Equality Mark Certificate at a celebration event organised by the Improvement and Development Agency (I&DeA) on 8 February 2007 and to nominate a representative to attend.

## **6. Recommendations**

Members:

- a. Welcome the forthcoming award of the Equality Mark certificate recognising the Council's successful achievement of the Equality Standard level 3 external validation.
- b. Nominate a Member to collect the award on behalf of RMBC at the celebration event on 8 February 2007.

## **7. Proposals and Details**

Auditors from the Centre for Local Policy Studies, accredited by Dialog and overseen by I&DeA, carried out an external validation of the Council's achievement of level 3 of the Equality Standard for Local Government between May and August 2006. The audit report, which confirmed the Council's strong achievement of level 3 and made recommendations for progressing to Level 4, was submitted to this meeting on 18 December 2006.

By successfully completing the external validation, RMBC qualifies for the award of the I&DeA's Equality Mark Certificate which is valid for 3 years.

I&DeA have invited the Chief Executive or his representative, a Councillor and an officer involved in implementing the Equality Standard to attend an event to celebrate achieving the Equality Mark Certificate. The event (that was originally scheduled in November 2006 and later postponed) will be held on 8 February 2007, at the Riverbank Plaza, Victoria Embankment, Westminster between 12 noon and 2.30pm.

## **8. Finance**

Travel costs of Member and Officers.

## **9. Risks and Uncertainties**

This award puts Rotherham at the forefront of Councils who have achieved this certificate nationally and recognises the excellent progress made in making sure Council policy, decision making, services and employment practices promote equality and fairness for all people in Rotherham. This event is an opportunity to celebrate the council's success and promote our achievement and good practice to others.

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

The performance-led approach to mainstreaming equality that is promoted by the Equality Standard and externally recognised by the Equality Mark certificate, aims to contribute to achieving sustainable social and economic improvements for Rotherham Borough, demonstrate in action Rotherham's vision for Fairness as set out in the Community Strategy and contribute to eliminating the deprivation identified in the Neighbourhood Renewal Strategy.

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

Corporate Management Team and Cabinet welcomed the award of the Equality Mark at their meetings on 20 November 2006 and 13 December 2006 respectively.

## **12. Contact Name:**

Zafar Saleem, Manager, Equalities, Community Cohesion, and Inclusion, Ext 2757, [zafar.saleem@rotherham.gov.uk](mailto:zafar.saleem@rotherham.gov.uk).

<b>ROTHERHAM BOROUGH COUNCIL</b>
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<b>1.</b>	<b>Meeting:</b>	Community Cohesion Delegated Power
<b>2.</b>	<b>Date:</b>	January 2007
<b>3.</b>	<b>Title:</b>	A statistical analysis of Rotherham's Gypsy and Traveller Community
<b>4.</b>	<b>Programme Area:</b>	Chief Executive's Department

### **5. Summary**

This report invites the Panel to consider the main findings from this report. The report represents a wider approach adopted by the Research and Policy Team to help develop a greater understanding of the needs and priorities of the many communities in Rotherham based on the community of interest groups identified in the Neighbourhood Renewal Strategy. The approach under-pinning their development has been identified as 'best practice' by the Audit Commission, and the profiles have been used extensively to highlight needs and priorities and inform and shape service and policy development and implementation.

### **6. Recommendations**

**The Panel is asked to:**

- 1. Consider and discuss the main findings from the profile (attached)**
- 2. Agree that the findings of the report be taken into account by Directorates in developing policies and services**
- 3. Agree that dissemination of the key findings to Directorates and interested partner agencies be undertaken.**

## **7. Proposals and Details**

These are part of a series of reports, which seeks to develop a greater understanding of Communities of Interest in Rotherham. Better information and Research is part of the Year Ahead commitment to further understand local needs in order to plan and deliver more effective services for local people in Rotherham. Its findings will be made widely available, and help to shape and inform services and policies by the Council and partners.

The improvement of available data from various sources and the development of more sophisticated approaches to profiling through for example the Council's involvement in the Audit Commission's Area Pilot Profile have enabled the Policy and Research Team to develop a more in depth understanding of the needs and priorities of its many of its communities.

The detailed report is attached.

## **8. Finance**

There are no direct and significant financial implications with this report. The study itself was completed within existing research budgets.

## **9. Risks and Uncertainties**

It is essential that the findings from this report which identify the needs and priorities of this particular community in the Borough are used to help shape and inform services and policies by the council and partners.

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

Developing more sophisticated approaches to profiling communities of interest enables the council to develop a more in depth understanding of the needs and priorities of its many communities. This sophisticated approach identifies and highlights any gaps in research and consultation relating to specific communities of Interest enabling bespoke targeting and consultation within these groups.

Developing and implementing a coherent approach to research, consultation and intelligence is pivotal to a wider network of plans, strategies and initiatives such as the Neighbourhood Renewal Strategy, Chief Executive Service Plan, Local Area Agreement and The Audit Commissions Area Profiling Pilot project. Developing this approach to understanding the needs of our communities also contributes to the development of key strategic documents such as the Corporate Plan. It is envisaged that the report along with others that are developed in the future will play a key role in shaping and informing future policy and service delivery across the Borough and by all partners.

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

The report has been developed following detailed analysis and desk based research. Guidance was also given through the Audit Commission's Pilot Area profiling project.

It is envisaged that this report along with future reports that are produced are disseminated across programme areas and key partner agencies. It is also envisaged that these reports will be made available to the voluntary, community and not for profit sectors and the public via the RMBC internet to support and maximise funding opportunities for specific communities of Interest in the Borough.

It is hoped that the findings of this report will enable the council to establish and maintain effective ways to consult with communities of Interest and will drive forward community involvement and consultation in relation to policy and service delivery across the Borough. This report will be used as a tool to support and inform key strategies such as the developing Women's Strategy. The report has received a great deal of interest and was utilised at the International Women's Day event held at Rotherham College in March 2006.

**Contact Names:**

Catherine Dale, Research and Statistics Officer, Chief Executives Office  
[Catherine.dale@rotherham.gov.uk](mailto:Catherine.dale@rotherham.gov.uk), tel: 82(2763)

Andrew Towleron, Policy and Research Manager, Chief Executives Office  
[andrew.towleron@rotherham.gov.uk](mailto:andrew.towleron@rotherham.gov.uk), tel: 82(2785)

Miles Crompton, Research Co-ordinator, Chief Executives Office  
[miles.crompton@rotherham.gov.uk](mailto:miles.crompton@rotherham.gov.uk), tel: 82(2763)



A draft Profile of Gypsies and Travellers in Rotherham

Produced by Chief Executives Office in Rotherham Metropolitan Borough  
Council

January 2007

DRAFT

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	<b>The National Picture</b>	<b>Page 5</b>
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## 1. Introduction

### 1.1 Background

The analysis of the Gypsy and Traveller Community in Rotherham is one of a series of reports, which seeks to gain greater understanding of Communities of Interest in Rotherham. Its findings will be made widely available, and will help to shape and inform services and policies by the Council and partners.

This report represents a wider approach adopted by the Research and Policy Team in the Chief Executive's Department of Rotherham MBC to develop a greater understanding of the needs and priorities of the many communities in the Borough. An approach has been identified as Best Practice by the Audit Commission.

There is a lack of official data on the exact number of Gypsies and Traveller both locally and nationally, due to them not being recognised as a distinct community. This makes it difficult to assess their needs and experiences and often means that estimates of population size and characteristics are often the only data available.

#### 1.1.1 Defining Gypsies and Travellers

Gypsies and Travellers means:

- Persons with a cultural tradition of nomadism or living in a caravan; and
- All other persons of a nomadic habit of life, whatever their race origin, including –
- Such persons who on grounds only of their family's or dependant's educational or health needs or old age have ceased to travel temporarily or permanently; and
- Members of a group of travelling show people or circus people (whether or not travelling together as such).

Romany Gypsies were confirmed as a distinct ethnic group, entitled to the protection of the Race Relations Act, in a test case taken by the Commission for Race Equality (CRE) in 1989. The Gypsy/Roma group includes both British Gypsies and European Roma.

"Roma" is used to describe European Romany speaking groups who have come to England from Eastern and Central Europe and is sometimes used to refer more generally to Gypsies and Travellers.

Irish Travellers have also been recognised as an ethnic group since 2000 in England and Wales.

References to "Travellers" include show people who work on fairgrounds and circuses, although these are not recognised as a distinct ethnic group and thus are often missing from official statistics.

An alternate definition provided by the Housing Act 2004 defines a person of Gypsy or traveller origin as:

*A person of nomadic habit of life whatever their race or origin, including such persons who on grounds only of their own or their family's or dependants' educational or health needs or ill health have ceased to travel temporarily or permanently, and all other persons with a cultural tradition of nomadism and/or caravan dwelling.*

## **1.2 National Context**

There is limited information, nationally and locally, about the Gypsy and Traveller communities. This is because the absence of data nationally on Gypsies and Travellers is due to for example official statistics, such as the 2001 Census failing to recognise them as a separate racial group. In addition, the disadvantage which Gypsies and Travellers face often means that they are often reluctant to report their ethnic origin. Furthermore the nomadic lifestyle of this community can mean that they are difficult to record and monitor.

The under-recording of the needs and priorities of the Gypsy community has been recognised nationally and locally. A number of new steps and requirements have been introduced to address this through agencies such as CRE and the ODPM.

Gypsies and Travellers themselves are also pressing for the widespread inclusion of such a category within national and local monitoring systems, which would ensure that the size of communities and the full scale of their potential needs are kept on record.

The assessment of Gypsy and Traveller housing needs is a statutory requirement of the Housing Act 2004 and is due to come into force in 2006.

## **1.3 Historical Context**

Gypsies have been part of UK society for many hundreds of years. They were originally believed to be Egyptians, which is where the name 'Gypsy' comes from. The idea that they came from Egypt was probably due to their dark complexion, exotic and colourful clothing and the fact that many groups arrived in Europe from the Middle East and the Eastern Mediterranean.

Many travellers of different origin also moved around looking for work before the arrival of Romanies, approximately six hundred years ago.

However, the Romany language, which is unique to Gypsies throughout Europe and is still spoken today, originates from Sanskrit, which evolved in India. Today, gypsies are believed to have migrated from India through the Middle East, Europe and the Mediterranean, eventually reaching England, Scotland and Wales. Gypsies and Travellers are believed to have brought

many types of music, dance, artistry, crafts and language across Europe with them, which have become an integral part of our culture today.

Gypsies and Travellers have long faced persecution in society and many Acts dating as far back as 1530 have forced them to leave areas or countries under threat of imprisonment, forfeiture of goods or death. Many Acts were passed relating to punishment of Gypsies, stating that they should be treated as criminals and suffer death and loss of land and goods without benefit of trial.

Since then, although persecution continues to be highlighted as an issue by Gypsies and Travellers, they have become an established part of our Country.

In addition to the Romanies who arrived during the time of Henry VIII the population of Travellers has been swelled by Irish people working on the canals and railways, fleeing from the effects of the mid-nineteenth century famine and after the last world war in response to difficult economic conditions in Ireland. House dwellers have constantly taken to the road through force of circumstance or choice. Some of the people forced to flee the London bombings and live in the countryside in vehicles during the last war continued to live on the road.

Traditionally Travellers integrated with the local rural economy via seasonal agricultural labour and also by meeting other needs of the rural population. With increasing mechanisation the need for seasonal labour slackened during the 1950s and many travellers moved from rural to predominantly urban areas. Increasingly employment opportunities centred on scrap dealing, car dealing and tarmac laying<sup>1</sup>.

#### **1.4 The National Picture**

##### Discrimination

Work undertaken by agencies such as the clearly show that prejudice and overt discrimination are the daily experience of Gypsy and Traveller people. In an era in which it would now be unthinkable for landlords to use the 'No blacks, no Irish, no dogs' signs of the 1950s, 'No Traveller' signs are a frequent occurrence, despite constant challenge by agencies such as the Commission for Race Equality.

There is also a tendency in the media and other institutions to portray Gypsies and Travellers in a negative way. This often means that Gypsies and Travellers continue to be viewed as a *problem to society* rather than a *part of it*. These negative perceptions mean that the basic needs of people from Gypsy and Traveller communities are often ignored, along with the contribution that they can make to society, causing multiple disadvantage.

##### Demographic Characteristics

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<sup>1</sup>[www.gypsy-traveller.org/history/index.htm](http://www.gypsy-traveller.org/history/index.htm)

As already mentioned in section 1.1, no exact figures are available on the number of Gypsies and Travellers living in the United Kingdom, as official statistics have tended not to treat them as a distinct category.

The Commission for Race Equality however estimates that there are between 200,000 and 300,000 Gypsies and Travellers living in the United Kingdom.<sup>2</sup>

A recent needs analysis produced for South Yorkshire confirms this estimate.

### Health Characteristics

Information provided by the British Medical Association (BMA) shows that the Gypsy Traveller Community are the highest risk health group in the United Kingdom.

The BMA states that the Traveller Community have the lowest life expectancy and the highest child mortality rates. Infant mortality amongst Gypsies and Travellers is thought to be twice the national average. Life expectancy is ten years less for men and twelve years less for women<sup>3</sup>. More recent studies have shown that as many as one in five Gypsy and Traveller women have experienced the death of a child<sup>3</sup>.

This is mainly due to poor living conditions, particularly of those in non-traditional housing forms. Water, for example may have to be obtained from garages or churches, toilets in garages or public toilets used. For a bath, many traditional Travellers used to resort to public baths but with their demise access to such facilities have become more restricted. Since unauthorised sites can change frequently due to evictions, access to health, education and social services can be difficult or impossible for Travellers.

The settled travelling community have also been shown to have additional health and support needs, as they often have lower literacy levels and experience isolation, harassment, prejudice and negative public opinion<sup>4</sup>.

Gypsies and Travellers also put a high value on self-reliance in relation to health, which is sometimes reflected in attitudes to health services. There is also a tendency to tolerate chronic ill health rather than seeking treatment and to rely on traditional remedies and family advice.<sup>4</sup>

### Household Characteristics

Latest figures provided by the Office of the Deputy Prime Minister (ODPM) estimate the number of caravans in the United Kingdom to be 15,000. 10,836

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<sup>2</sup> CRE.

<sup>3</sup> ODPM Webpage [www.communities.gov.uk](http://www.communities.gov.uk)

<sup>4</sup> Commission for Race Equality Webpage: [www.cre.gov.uk](http://www.cre.gov.uk)

<sup>5</sup> Commission for Race Equality Webpage: [www.cre.gov.uk](http://www.cre.gov.uk)

(72 per cent) of these are thought to be on authorised sites, 5,946 on local authority sites and 4,890 on authorised private sites).

It is estimated that 4,232 or 28 per cent of caravans are located on unauthorised developments, where Gypsies and Travellers own the land but do not have planning permission. 2,377 (16 per cent) are located on sites where Gypsies and Travellers do not own the land and planning permission has not been given.

This lack of permanent and transit sites throughout the country frequently forces Travellers to camp wherever they can. This means that over 30 per cent of the travelling community are now thought to have to live on unauthorised sites.

Estimates show that since 1996, the number of caravans has remained fairly constant; the number of caravans on unauthorised *developments* is thought to have increased, whilst those on unauthorised *encampments* has decreased<sup>5</sup>.

Current accommodation sites for known Gypsies and Travellers are diverse and some of them represent the worst examples of 'housing' to be seen in Britain. Although some Travellers live on well maintained, well run sites, there are some which have very poor facilities. These sites are usually fenced off from the rest of the population in places, usually next to railway tracks or major roads where no one else would want to live and where they cannot be seen.

Sites are often dangerously close to industrial premises and some have high tension power cables a few feet from the tops of the caravans. These sites do however have access to some services - water and toilets are readily available, as is physical access to local schools.

On unauthorised sites which can be in such diverse urban locations as yards of disused factories, underneath urban motorways (which have all the attendant health hazards from traffic fumes) access to normal facilities can be nonexistent<sup>6</sup>.

Over the coming years, there is likely to be an increase in the number of Gypsy and Traveller sites due to demands within the community and new duties on local authorities and other agencies, such as the steps which the Office of the Deputy Prime Minister has taken to mainstream the accommodation needs of Gypsies and Travellers into the housing and planning system.

In addition, a recent speech by Meg Munn MP, (Parliamentary Under-Secretary for Women and Equality in the Department for Communities and Local Government) on delivering services for the Gypsy and Traveller

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<sup>6</sup> Commission for Race Equality Webpage: [www.cre.gov.uk](http://www.cre.gov.uk)

community highlighted the business case for the provision of sites. Meg Munn's speech demonstrated how the costs of providing an authorised site could be paid back within a two year period, due to being offset by the costs previously associated with enforcement and cleaning services.

### Employment Characteristics

The Commission for Race Equality tells us that the majority of this community are self-employed, due to the fact that many do not live in a permanent residence.

Some Gypsies and Travellers are in business with a high degree of success, in various building and property, double glazing, block paving, scrap and scrap metal, tarmac laying, tree felling, landscaping and other related occupations. Others work in traditional travelling occupations related to fairgrounds.

Research suggests that Gypsies and Travellers receive very little help or advice when starting up businesses. Most support services have little or no experience of Gypsies and Travellers and many fail to understand their particular circumstances and needs.

The lack of a permanent address presents serious problems for Gypsies and Travellers wanting to set up a legitimate business.

Unemployment is relatively high amongst Gypsies and Travellers who are not self-employed. Very few programmes set up to tackle unemployment have regard for the specific needs of Gypsies and Travellers, who often need basic literacy skills training in addition to practical skills.

### Education Characteristics

Research by OFSTED in 2003 showed that less than 30 per cent of Gypsy and Traveller children under-five years old received pre-school education. Estimates for 2003 show that 12,000 Gypsy and Traveller children of secondary school age were not registered in a school: only an estimated 20 per cent of 11 – 16 year olds attended<sup>7</sup>.

The Traveller Education Service suggests some schools, mindful of league tables, are reluctant to take these children. The Scottish Traveller Education Service has reported bullying as a serious barrier, and the hostility faced by Traveller children at school was even worse than the racism experienced by other more visible minorities.

Of those who did attend school in 2003, only 23 per cent of Gypsy pupils and 42 per cent of Traveller pupils gained 5 or more A-C grades at GCSE. This compares to 48.4 per cent for all pupils in Rotherham and 56.0 cent in England. 80 per cent of all Gypsy and Travellers are thought to leave school

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<sup>7</sup> Commission for Race Equality Webpage (2006) [www.cre.gov.uk](http://www.cre.gov.uk)



functionally illiterate<sup>8</sup>. The Government recently published a strategy to raise the attainment of Gypsy and Traveller pupils.

### Crime Characteristics

The ODPM reports the existence of concerns about the treatment of Gypsies and Travellers in the criminal justice system. For example, young Gypsies and Travellers were found to be more likely to be remanded in custody than any other group. A recent report by the Home Office also highlighted high rates of deaths in custody.

### **1.5 Local Context**

Reflecting the national picture, there is very little information about the Rotherham's Gypsy and Traveller community.

## **2. Demographic Characteristics**

The absence of data nationally on Gypsies and Travellers is mirrored locally.

Since 1996, estimates show that the number of Gypsy and Traveller families in the Borough has remained constant though some evidence that it has increased in years. This generally mirrors the national situation as reported by the Commission for Racial Equality for example.

Estimates of the size of the Gypsy and Traveller community in Rotherham vary. A recent study estimated that the number of Gypsies and Traveller families in Rotherham is more likely to be between one hundred and fifty and three hundred<sup>9</sup>.

Gypsies and Travellers in Rotherham live mainly in traditional forms of 'brick housing', which is in part, likely to be a result of there being no authorised site provision.

An official count in July 2006 reported there being no Gypsy and Traveller *caravans* in Rotherham. However, the survey states that thirty four trailers were observed on unauthorised roadside sites in 2005 and twenty eight in 2006. Unauthorised encampments vary on an annual basis, with fifteen being the greatest and four being the smallest number of unauthorised caravans recorded in recent years.

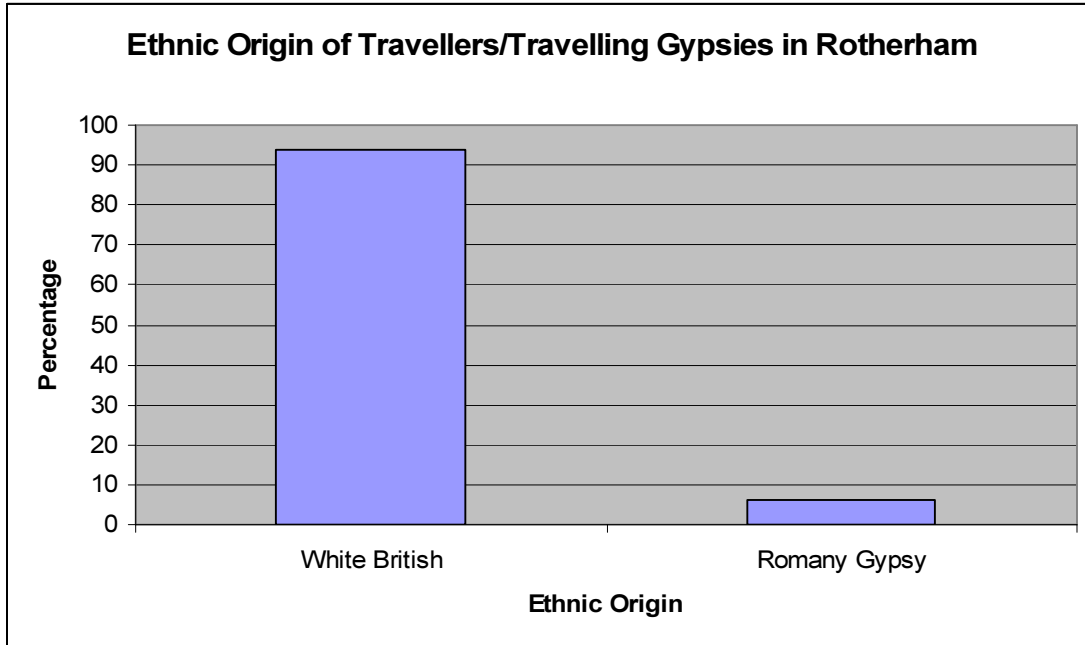
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<sup>8</sup> Commission for Race Equality Webpage (2006) [www.cre.gov.uk](http://www.cre.gov.uk)

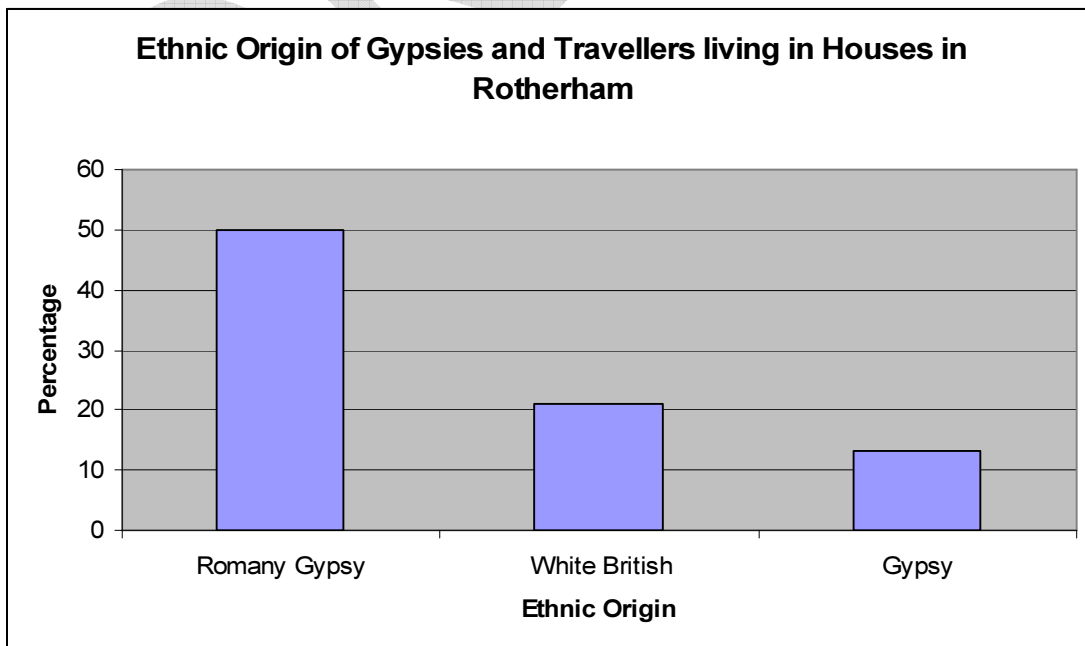
<sup>9</sup> This estimate includes show people

3. **Ethnicity and Religious Characteristics**

The chart below shows the results of recent consultation conducted by Barnsley Council with Gypsies and Travellers throughout South Yorkshire. In Rotherham, 62 responses were received.



The chart above shows that almost 94 per cent of Gypsies and Travellers interviewed in a recent survey of Gypsies and Travellers living in caravans reported being of White British origin. Approximately 6 per cent reported being Romany Gypsies.



The chart above shows that in contrast to travelling Gypsies, 50 per cent of Gypsies and Travellers interviewed living in houses in Rotherham reported being Romany Gypsies. 21.1 per cent reported being White British and 13.2 per cent reported their origin simply as being Gypsy.

The data shows that those Gypsies and Travellers living in households were more likely to report being of Romany origin

#### **4. Family and Living Characteristics**

Interviews with Gypsies and Travellers showed that all those living within caravans travelled regularly but only half had a regularly travel pattern.

The research also showed that over one third of those living in houses also travelled regularly but very few had regular travel patterns. Half of those Gypsies and Travellers living in housing did so for less than twelve months.

A recent study of the needs of Gypsies and Travellers in South Yorkshire

#### **5. Household Characteristics**

There is currently no authorised site provision for Gypsies and Travellers in Rotherham. A site was previously agreed by Rotherham Metropolitan Borough Council (RMBC) at Dinnington but was closed in 1996. This site had existed for many years and was in an area that had a long tradition of Travellers settling into the community.

Despite there being no authorised sites in Rotherham, a recent study of the of the Gypsy and Traveller community in Rotherham found that there are a number of the community currently living within bricks and mortar housing, whilst some traveller "households" lived on illegal encampments.

Those living within housing were found to be most likely to be renting their accommodation from the Council (31.6 per cent) or from a private landlord (39.5 per cent).

However, more recent research has shown that less than twenty per cent of Gypsies and Travellers living in bricks and mortar accommodation own their home outright. Approximately 70 per cent of those living in bricks and mortar accommodation rented from the Council, a Housing Association or a private landlord.

The research showed the important role which the private rented sector plays in meeting the accommodation needs of Gypsies and Traveller families in Rotherham. In particular, it showed how landlords in Rotherham had adapted to offering short term lettings concentrated in the winter months, which were thought to be designed to enable tenants to travel or move to sites in summer.

The study however showed a high level of dissatisfaction amongst Gypsies and Travellers with private rented accommodation, due to poor quality, high rents and poor management.

Most of the Gypsy and Travellers who live in housing tend to live in medium sized properties. There are however issues with overcrowding in private rented properties.

## 6. Economic Characteristics

Data provided by a study of the Gypsy and Traveller community in Rotherham shows that those who live in permanent housing who do work and were willing to give details of their income earned less than £9,000 per annum. Those living in caravans were found to earn less than £7,000 per annum.

Those living within bricks and mortar housing are more likely to receive housing benefit, although a high percentage of these households were unsure of the benefits that they received

## 7. Education Characteristics

Limited information is provided by the Travellers Information Service, which shows the main areas where Travellers have settled in traditional forms of housing. In addition, data on the number of Travellers enrolled in schools is given in the table below:

Year	No of Gypsies/Travellers in School
2002/03	24
2003/04	26
2004/05	24
2005/06	26

The data above shows the numbers of *recorded* Gypsy and Traveller children in Rotherham schools for the years 2002 to 2006. It is apparent that the reported numbers of Gypsy and Traveller children are very small and fluctuate on an annual basis. The numbers of Gypsy and Traveller children in Rotherham schools do however appear to be greater in 2006 than they were in 2003. The data above does not clarify whether the children were in school *temporarily* due to moving on, or *settled* in the vicinity of the school, resulting in this fluctuation..

It is likely that the numbers of Gypsy and Traveller children in school are significantly greater than those reported above, due to under-reporting. It is also likely that Gypsy and Traveller children from both the *settled* and travelling communities attend a much wider range of schools than is reported.

No information is available on the educational attainment of Gypsy and Traveller children locally but there is little evidence to suggest that the local picture differs significantly to the national one.

## **8. What Consultation has told us**

There has been limited direct consultation undertaken with the local Gypsy and Traveller Community. Recently a South Yorkshire wide survey was undertaken of gypsy and traveller families in the Borough looking at their housing needs. This included 62 families in Rotherham. Some of the key findings were:

- Many reported that their home was overcrowded
- Especially, some of the private rented housing in the borough is severely overcrowded; respondents in these properties reported a need for alternative accommodation.
- Demand for additional plots to accommodate caravans sites
- Low incomes were a major issue, and limited their ability to afford a home within the area of their choice and their general quality of life
- Increasing need for younger people to be educated
- Access to health and other key services was an issue
- Experience high levels of discrimination and social exclusion
- Heating of homes especially in the winter a major issue due to the non traditional forms of accommodation and many are required to pay extremely high prices for specialist electricity cards
- Respondents believed the ideal Gypsy and Traveller site would have eighteen plots.
- Those Gypsies and Travellers living in housing are more likely to receive housing benefit but a high percentage were unsure of the benefits they received.
- Purchasing would not be possible for the vast majority of those living in housing and for just one fifth of those living in caravans.

## **9. Summary**

National estimates show there are between 200,000 and 300,000 Gypsies and Travellers living in the United Kingdom and around a hundred Gypsy and Traveller families in the Rotherham borough. Numbers of Gypsies and Travellers in the borough are thought to fluctuate on a seasonal basis.

There is limited information, nationally and locally, about the Gypsy and Traveller communities. This is because many of the main sources of information such as the Census does not record them as a separate group. In addition, the discrimination Gypsies and Travellers face often means that they are often reluctant to report their ethnic origin, and their nomadic lifestyle of this community can mean that they are difficult to record and monitor.

There is overwhelming evidence that the Gypsy and Traveller community are one of the most socially excluded groups in society.

Gypsies and Travellers experience disadvantage through high levels of discrimination especially racial and lack of adequate site provision, access to basic services, such as water and hygiene (for travelling communities), numbers of children in education, literacy levels, health, employment and education.

Some Gypsies and Travellers live in bricks and mortar housing, other caravans, often on illegal encampments.

Life expectancy amongst Gypsies and Travellers is an average of ten years less for men and twelve less for women and infant mortality rates are twice the national average. Information provided by the ODPM states that one in five Gypsy and Traveller women experience the death of a child.

Gypsies and Travellers are disadvantaged in terms of employment due to low levels of literacy and often by their lack of permanent address. A high proportion of the economically active are self-employed but receive no advice or support. Unemployment amongst Gypsies and Travellers is also high.

Recent countywide consultation shows that those living in houses in the Rotherham earned less than £9,000 per annum, whilst those living in caravans earned less than £7,000 per annum.

Some of the private rented housing in the borough in which Gypsies and Travellers live is severely overcrowded; respondents in these properties reported a need for alternative accommodation.

Gypsy and Traveller children are regarded as the most *at risk* group in the education system and have the lowest educational attainment of any group. Gypsy and Traveller children are under-represented in Rotherham schools.

<b>ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS</b>
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<b>1.</b>	<b>Meeting:</b>	<b>Cabinet Member (Community Cohesion)</b>
<b>2.</b>	<b>Date:</b>	<b>22<sup>nd</sup> January 2007</b>
<b>3.</b>	<b>Title:</b>	<b>Neighbourhood Renewal Fund Employment strand 'A' Project Proposal</b>
<b>4.</b>	<b>Programme Area:</b>	<b>Chief Executive's Department</b>

### **5. Summary**

The NRF Employment strand 'A' Delivery Plan was considered by the NRF Steering Group in March and approved by LSP CEO's in May 2006. A delivery partner for one element was left as 'to be confirmed' at a later stage by the Accountable Body. Rotherham Chamber of Commerce, as lead delivery partner for this delivery plan have now submitted a more detailed proposal for this element and details are attached as Appendix A.

The project complements the activity within the Employment strand 'A' Delivery Plan and also has a strong strategic link to activity already commissioned to date. The Project total cost is £30,000 which is split equally between 2006/07 and 2007/08.

### **6. Recommendations**

That the Cabinet Member approves the project proposal and a variation to the existing NRF contract with Rotherham Chamber.

## **7. Proposals and details**

It has been decided by the Employment strand 'A' delivery partners that a management (client tracking) information system is required to enable co-partners to identify the progression of clients through the different types of provision. It is proposed that Rotherham Chamber commission Lifetime Careers (Nord Anglia) to produce the relevant software package and the remaining allocation is to be used to support a discreet piece of work to encompass work based training / experience of sports coaching.

Please see Appendix A for the full details of the proposal.

## **8. Finance**

The financial implications of this report relate to the effective use of the NRF Employment Strand 'A' element. Allocations for this project within this element are as follows:

2006/07 - £15,000

2007/08 - £15,000

## **9. Risks and Uncertainties**

The project proposal detailed within Appendix A outlines a process to ensure that the funding is used strategically within the required timescales. If the £15,000 allocated within 2006/07 is not spent by 31<sup>st</sup> March 2007 this funding could potentially be lost to the Borough.

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

All activity funded via NRF, including the Employment strand 'A' element, will deliver against the NRF Commissioning Framework, which is aligned with the Neighbourhood Renewal Strategy and Rotherham's LAA. The activities will be focused on addressing the inequalities faced by the deprived communities of Rotherham.

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

Background Papers:

- External Funding Steering Group minutes
- NRF Commissioning Framework
- Neighbourhood Renewal Strategy
- Employment strand 'A' Theme Delivery Plan



**12. Contact Names:**

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## **Appendix A**

### **NRF Commissioning – Employability A**

**Un-commissioned £15,000 – 2006/07      £15,000 – 2007/08**

#### **Spend proposal for 2006/07**

It has been decided by the delivery partners that a management (client tracking) information system is required to enable co partners to identify the progression of clients through the different types of provision.

It is proposed that Rotherham Chamber commission Lifetime Careers (Nord Anglia) to produce the relevant software package. An estimated cost of £5,000 has been given for this work.

The remaining allocation is to be used to support a discreet piece of work around work based training / experience of sports coaching.

The aim of the project is to provide work tasters for targeted clients, specifically the NEETS cohort, taking referrals from UMCC, Yorkshire Trust, Lifetime and other partners. A consortium of providers, made up of Rotherham Rugby Club, Rotherham United, Sheffield Sharks and Northern Sports Academy, will deliver this activity.

#### **Summary of the Provision**

Each organisation will enrol individuals on a sports coaching course for a 4-week period. After this time candidates will help to deliver term time activities that each of the organisations are going to deliver. Candidates will then rotate between each of the companies before being signposted for additional support (e.g. NVQ level 2 qualifications in sport, coaching badges other forms of learning that will support the individual in to moving into work).

#### **Summary of Costs**

Coach Mentors  
Kit  
Venue Hire

The work above fits with the Employability A delivery plan and has a complementary fit with activity already commissioned. Given the tight deadlines involved we believe that the easiest process for contracting should be used and the Chamber are willing to act as managers of this piece of activity. The % of spend and the level of outputs to be achieved from this proposal fall below the 10% threshold and therefore this activity can be agreed at programme management level.

This work will also be delivered within this financial year. (2006/2007)

The remaining £15,000 is to stay as profiled in 2007/08 and will be allocated to cover additional work in this area or other activity that will add to the overall approach.

<b>ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS</b>
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<b>1.</b>	<b>Meeting:</b>	<b>Cabinet Member and Advisers for Community Cohesion</b>
<b>2.</b>	<b>Date:</b>	<b>22<sup>nd</sup> January 2007</b>
<b>3.</b>	<b>Title:</b>	<b>Public Health Action Plan: All Wards</b>
<b>4.</b>	<b>Programme Area:</b>	Chief Executives Office

### **5. Summary**

This paper gives an update on the Public Health Strategy for Rotherham, which has been produced jointly by RMBC and Rotherham PCT.

### **6. Recommendations**

**The Cabinet Member for Community Cohesion Delegated Powers meeting is asked to:**

- 1. Note the publication of the Public Health Strategy for Rotherham.**
- 2. Agree to receive quarterly updates on progress on implementing those elements of the Public Health Strategy for Rotherham relating to Community Cohesion.**

## **7. Proposals and Details**

A Public Health Strategy has been created jointly between RMBC and Rotherham PCT. This strategy does not seek to be all encompassing but seeks to add value to existing strategies with existing public health dimensions, such as the Local Area Agreement and the Neighbourhood Renewal Strategy.

The strategy is constructed around the Rotherham Partnership strategic themes and incorporates detailed action plans.

The strategy has been endorsed by all the major partnerships and agencies including RMBC Cabinet. The strategy has now been printed and dissemination will commence shortly.

A joint implementation group, with the PCT, has been formed and will meet in early February to monitor progress against the agreed actions.

The Public Health Strategy adopts a broad definition of health and of public health and is concerned with health inequalities. Health inequalities and Community Cohesion go hand in hand. More cohesive communities benefit from fewer inequalities within themselves and this leads to improved health through feelings of belonging, safety and access to services. Evidence shows that people with strong social relationships are much less likely to suffer from depression or chronic disease.

Due to this close relationship between these agendas it is suggested that the Cabinet Member for Community Cohesion Delegated Powers meeting receive quarterly updates on progress for those recommendations particularly relating to Community Cohesion.

## **8. Finance**

Most of the recommendations within the strategy can be implemented within existing resources. NRF funding has been utilised for a number of posts closely linked to the strategy both within RMBC and RPCT.

## **9. Risks and Uncertainties**

The Public Health Strategy is based on sound public health advice and research. However, health inequalities are notoriously difficult to address and there is a general risk that health inequalities will not narrow, either within Rotherham or between Rotherham and the rest of the country.

Close and continuance monitoring of levels of health and well-being help to identify areas of concern, however, there is a need for long term commitment to the strategic approach to public health, particularly in relation to community engagement and involvement.

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

The Public Health Strategy links closely to the Community Strategy, Local Area Agreement, Neighbourhood Renewal Strategy and a variety of other local strategies and plans.

The cross cutting themes of Equality and Diversity, Regeneration and Sustainable Development all are reflected within the strategy and are fundamental to improving health and tackling health inequalities.

Implementation of the recommendations within the strategy will support and strengthen these related strategies.

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

1. A Public Health Strategy for Rotherham – RMBC / RPCT

n.b. this report will be circulated to all members before the end of January 2007.

**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>Community Cohesion – Delegated Powers</b>
<b>2</b>	<b>Date:</b>	<b>22 January 2007</b>
<b>3</b>	<b>Title:</b>	<b>Response to Commission on Integration and Cohesion consultation “Your chance to tell us what you think”</b>
<b>4</b>	<b>Programme Area:</b>	<b>Chief Executive’s Department</b>

## **5. Summary**

This reports sets out the proposed RMBC response to the Commission on Integration and Cohesion consultation “Your chance to tell us what you think” for CMT’s consideration and approval.

## **6. Recommendations**

Note the proposed consultation response (see appendix 1) to the Commission for Integration and Cohesion.

## **7. Proposals and Details**

The Commission on Integration and Cohesion is a fixed term advisory body that is considering how local areas can make the most of the benefits delivered by increasing diversity - but will also consider how they can respond to the tensions this can sometimes cause. It will develop practical approaches that build communities' own capacity to prevent problems, including those caused by segregation and the dissemination of extremist ideologies. The Commission is chaired by Darra Singh, Chief Executive of Ealing Council. It is due to report to the Secretary of State for Communities and Local Government in July 2007.

The Commission is currently conducting consultation to identify local good practice and offer practical recommendations to central and local Government to promote integration and cohesion. As part of the consultation process, seven key questions have been posed to be answered by national and local organisations and individuals. The timescale for consultation is very tight, the deadline being 19 January 2007.

The proposed Council response is at appendix 1. This is set out on the form supplied by the Commission for responses. Additionally, it is proposed to enclose the following case studies: Rotherham Diversity Festival, BME Youth Forum, Multi Agency Approach to Racist Incidents (MAARI), Asylum Seeker Integration Strategy. The seven questions are included at appendix 2.

## **8. Finance**

Not applicable as this is a Council response to national consultation.

## **9. Risks and Uncertainties**

Responding to this consultation provides an opportunity for RMBC to influence the Commission for Integration and Cohesion's report and promote and share Rotherham's good practice.

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

The Council's support for community cohesion contributes to achieving the vision to build strong, cohesive, safe and peaceful communities, set out in the Community Strategy, and aims to contribute to achieving sustainable social and economic improvements for Rotherham Borough.

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

The Equality Policy and Performance Task and Finish Group (a sub group of the Corporate Equality and Diversity Strategy Group) were involved in formulating the response at appendix 1.

## **12. Contact Name:**

Zafar Saleem, Manager, Equalities, Community Cohesion, and Inclusion, Ext 2757, [zafar.saleem@rotherham.gov.uk](mailto:zafar.saleem@rotherham.gov.uk).

### Consultation Submission Form

The Commission on Integration and Cohesion would like to ask seven key questions to national bodies, local bodies and individuals about what practical measures we can take to improve cohesion and reduce tensions in local communities. You may wish to answer all the questions or just those you feel most relevant to you. We also welcome written submissions and examples of local good practice.

Name:	<b>Zafar Saleem</b>
Organisation (if applicable):	<b>Rotherham Metropolitan Borough Council</b>
Address:	<b>RMBC Eric Manns Building 45 Moorgate Street Rotherham S60 2RB</b>
Email Address:	<b>Zafar.saleem@rotherham.gov.uk</b>
Contact Telephone Number:	<b>01709 822757</b>
Are your comments on the questions for national bodies, local bodies or individuals?	<b>Local bodies</b>

<b>Key Question 1 -</b>
<ul style="list-style-type: none"> <li>• Strong sense of community</li> <li>• Shared/common values including respect for difference</li> <li>• Caring for each other</li> <li>• Trusting and respecting each other</li> <li>• Appreciation and enjoyment of similarities and differences</li> <li>• Individuals feeling safe to be themselves</li> <li>• Valuing the contribution of all faiths and cultures to the local community</li> <li>• Resilience to media exaggerations not relevant to local communities</li> </ul>
<b>Key Question 2 -</b>
<b>Tensions:</b> <ul style="list-style-type: none"> <li>• Age and anti-social behaviour</li> <li>• Poverty gap/deprivation</li> </ul>



<ul style="list-style-type: none"> <li>• Ignorance, fear of the unknown, prejudice and extremist activities across all communities – this can be in both multi-cultural and mono-cultural areas/communities</li> <li>• Housing policies or lack of, facilities and traditional settlement patterns led to segregation of minority communities</li> <li>• Expectations and demands on community leaders are too high</li> <li>• Perceptions and views of British foreign policy by certain communities of interest and the impact of this upon them.</li> </ul> <p>Solutions:</p> <ul style="list-style-type: none"> <li>• Affordable facilities and activities for young people</li> <li>• Agencies need to be more proactive in providing support for new communities to settle</li> <li>• Concept of community leaders is out of date, and instead we should be looking for channels of communication, and finding ways around community “gatekeepers”</li> <li>• More focus on consultation and investment in regeneration plans to benefit BME communities</li> </ul>
<p><b>Key Question 3 -</b></p>
<p>Good practice examples in Rotherham are:</p> <ul style="list-style-type: none"> <li>• Inter-faith forum activities</li> <li>• Sports activities</li> <li>• Rotherham Diversity Festival, Rotherham Arts Festival and local festivals such as Wath festival, Wickersley Festival,</li> <li>• Fund raising activities: Tsunami, Pakistan/Kashmir Earthquake appeal – big response and support from all communities</li> <li>• Specific awareness raising activities aimed at Council and partner employees and communities such as Lesbian, Gay, Bisexual and Transgender (LGBT) History month, Islam Awareness Week and courses, Black History month, Refugee week etc.</li> <li>• Employers worker representative groups give a voice to BME employees, disabled employees, women employees and LGBT employees</li> <li>• Positive action training schemes for under-represented groups</li> <li>• Activities in schools, for example overseas twinning, racial incident monitoring, anti-bullying work (including racist and homophobic harassment etc), promoting community cohesion</li> </ul>
<p><b>Key Question 4 -</b></p>
<ul style="list-style-type: none"> <li>• Respect Agenda activities</li> <li>• Inter-faith activity</li> <li>• Funding of community cohesion activities</li> <li>• Support for the voluntary and community sector</li> <li>• Community planning</li> <li>• Anti-social behaviour service review (customer led)</li> <li>• Public reassurance task group</li> </ul>

- Fostering business growth and enterprise
- Neighbourhood Renewal Strategy
- Procurement Strategy
- Action to address multiple disadvantage and inequalities, for example within BME communities including Gypsies and Travellers
- Flexibility and cultural sensitivity within service design and provision
- Council marketing “Faces of Rotherham Campaign” promotes positive images of diverse people

#### Key Question 5 -

As question 4 above, plus following:

- Asylum Seeker Integration Strategy
- Welcome Centre for assessment of educational needs and integration into education of children from asylum seeker communities and migrant communities
- Advice surgeries for migrant communities
- Gate Surgery – targeted health provision for new communities

Concerns raised about anti-extremism agenda:

- Government needs to be very clear about defining ‘extremism’
- Need more overt opposition to far-right extremism and inflammatory press
- Could ring fence significant budget for community cohesion activities
- Negative focus on mosques and Imams should be replaced by a greater awareness of their role and contribution in the community
- Confusion between faith and culture – this is often conflated without clearly defining
- Proactive communication of resource allocation based on needs, to the wider community
- Debate often focuses Islamist extremism and not on other forms of extremism. This shapes public opinion and could lead to a perception of all Muslims as potential terrorists.

#### Key Question 6 -

- Community planning
- Strategies, such as Older Peoples strategy, BME Strategy, Women’s strategy, Neighbourhood Renewal Strategy, Gypsy and Traveller Position Statement, Social Inclusion Strategy.
- Area Assemblies
- Parish Councils
- Support for building community networks. For example, Rotherham Ethnic Minority Alliance, Disability Network, BME Strategy Group, Older Peoples forum, Young People Voice and Influence, Mosque Liaison Group, LGBT community group.
- Tenants and Residents Associations
- Better coordination between Social Inclusion, Neighbourhood Renewal Strategy, Equalities, Community Cohesion agendas
- Mainstreaming equalities through the Equality Standard for Local

Government
Key Question 7 -
<ul style="list-style-type: none"><li>• Multi agency and voluntary community sector representation on Community Cohesion Group.</li><li>• Taking positive action to employ a workforce that is representative of diverse local communities</li><li>• Showing leadership and direction including challenging prejudice and discrimination and actively promoting good community relations</li><li>• Opening up decision making and scrutiny processes to the local community to promote ownership of the agenda</li><li>• Increasing and building upon partnership working through the Local Strategic Partnership and Local Area agreements</li><li>• Capacity building and support for the voluntary community sector, especially seldom heard groups such as BME, Gypsy and Traveller and LGBT</li></ul>

Case Studies included:

- Rotherham Diversity Festival
- BME Youth Forum
- Multi Agency Approach to Racist Incident
- Asylum Seeker Integration Strategy

Please email this form to: [coic@communities.gsi.gov.uk](mailto:coic@communities.gsi.gov.uk)

## Seven key questions for local bodies

- 1.** What does ‘cohesion’ mean to you? What does ‘integration’ mean to you? What might a community which is both integrated and cohesive look like?
- 2.** What, if any, are the tensions between different groups in your local area? What do you think tends to cause these and what are your thoughts about how to resolve them? What role can local leaders play in tackling them? What are the organisations in your community which would help when an incident is leading to tensions or when conflict resolution is needed?
- 3.** What activities help bring people together, build friendships and get a better understanding of people from a different background? Where do these activities take place – at school or college, socially, at work or in the neighbourhood? What are the shared spaces in your community where people can come together? What celebrations are there of local traditions in your area?
- 4.** What schemes in your community build a sense of belonging to your neighbourhood or community? What schemes in your community try to build or teach a set of values or ‘ground rules’ about how to live together? What schemes to address poverty, crime and anti social behaviour in your local area have improved how people feel about one another?
- 5.** What schemes in your community help new people when they arrive? What schemes in your community aim to counteract people’s negative perceptions of and attitudes to people from different backgrounds? In what ways can communities steer people away from extremism?
- 6.** What schemes in your area aim to get people involved in local decision making? What role do representative organisations for communities have in building communities in your area? How are you encouraging the formation of such organisations? How are people encouraged to get involved in your local community to make a difference?
- 7.** What role do local schools, workplaces and faith groups have in building communities in your area? What role do local authorities, public services and charities (e.g. the Police, Hospitals, Housing Associations) have in building communities in your area? How can the media help to build communities?

<b>ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS</b>
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<b>1.</b>	<b>Meeting:</b>	<b>COMMUNITY COHESION – DELEGATED POWERS</b>
<b>2.</b>	<b>Date:</b>	<b>22<sup>nd</sup> January 2007</b>
<b>3.</b>	<b>Title:</b>	<b>Community Strategy Progress, Local Strategic Partnership Assessment and Local Area Agreement Six month Review</b>
<b>4.</b>	<b>Programme Area:</b>	Chief Executive's Department

**5. Summary**

To inform members of progress against the community strategy and the key messages and issues emerging out of the 2005/06 Rotherham Partnership Assessment and the Local Area Agreement 6 month review report.

**6. Recommendations**

**To note the attached report and the progress made against the community strategy and LAA targets.**

## 7. Proposals and Details

This report will be considered by members in conjunction with additional information covering the specific progress against the targets and outcomes to date.

An overview for each area follows.

### Community Strategy Progress

Progress against the Community Strategy is monitored via a suite of 90 performance indicators, 18 for each of the 5 Community Strategy Themes. There are two performance reports during the year, one in January and a second in July.

Progress appears to be broadly good, of 50 Community Strategy performance indicators that can be reported on at this time:

- 29 are rated as Green (a higher proportion than in July 06)
- 7 are rated Blue (performance is neither significantly above or below expected levels)
- 4 are reported Red.

Compared with this time last year, performance against the outcome and performance indicators is slightly better.

Those reporting red at the mid year position are:

1. Number of Partnerships adopting Rotherham Rural Economy Toolkit
2. Number of rural communities joining the regeneration network
3. Reduce Bcs Comparator crime by 17.5% by 2007/08
4. Reduce Criminal damage

The largest proportion that haven't been allocated a colour rating are based on the Rotherham Quality of Life Survey. This is because Theme Boards are currently setting targets based on the new baseline figures.

The balance of unreported targets were the Learning attainment targets which are annual measures and haven't been updated.

### Local Strategic Partnership LSP Assessment

Rotherham Partnership received a green rating for both of the previous two years due to the overall assessment of partnership activity.

This year the LSP assessment is different as it is aligned with the LAA review process and the judgement is based only on actual statistical achievements against neighbourhood renewal floor targets. Unlike previous years there is no assessment of the Partnership's ability to deliver or 'plausibility' of approach, as such it is not possible to make a year on year comparison. A self assessment was produced by the partnership which has been submitted to the GOYH and we are awaiting their judgement on the final rating.

The main issues which will affect the rating are the recent deterioration in the crime targets and the rate at which we are narrowing the gap between the deprived areas of Rotherham and the borough average as a whole for neighbourhood targets.

### Local Area Agreement (LAA) Six monthly Review

The first review of the LAA has taken place and we have submitted evidence of our progress against the targets contained within the agreement.

There are stretch targets within the LAA for which a performance reward grant is payable based on a judgement on performance at the end of the agreement in 2009.

As with the previous LPSA stretch targets a pump priming grant was given to the council and partners to support delivery of the stretch targets.

It is very early in the life of the LAA to make an assessment of the stretch targets as for some there has not been any activity scheduled during the first six months and the impact of pump priming funding has yet to be felt. However, the picture is positive on the whole with only one target giving cause for concern.

- 1) PAF C32 Older people helped by the council to live at home

See appendix A

A full analysis of how delivery against targets within the key objectives is progressing will be covered in the formal presentation to this committee. This analysis was produced using the council's performance management system PerformancePlus, in a similar format to the stretch target scorecard that appears at appendix A. Where data is available on which to base a judgement the overall analysis shows that very good progress has been made against agreed objectives since the agreement began in April 2006.

The feedback received from GOYH based on the report and meetings representatives of the partnership has been very positive, both in terms of the performance against the targets and the effectiveness of Rotherham's performance monitoring framework.

Formal comments received from Kerston England, Deputy Regional Director, Local Government Practice state that from Government Office's perspective

*'Rotherham's commitment and drive for delivery is amongst the strongest in the region' and 'that Rotherham is an exceptional partnership'.*

We are currently waiting for the final the verdict, and while progress overall has been positive the recent deterioration in the crime targets will impact on the overall rating given.

The recent local government White Paper will have implications on the number and type of measures that the LAA contains. These are being reviewed as part of the annual refresh process and the aim is to rationalise and streamline targets to ensure that they are aligned with the key plans and strategies within Rotherham.

The community strategy and corporate plan will also need to be reviewed and refreshed to ensure that they are consistent with the LAA.

### **8. Finance**

The overall Performance Reward Grant in 2009/10 available if we were to achieve 100% of all stretch targets within the LAA would be £7,837,800.

The pump priming grant for the LAA amounts to approximately £ 1,002,300 and was made available in 2006/07.

### **9. Risks and Uncertainties**

A risk assessment will be carried out on the key targets contained in the LSPs performance management framework and these will be managed via the council's corporate risk management system.

The reporting of performance against the LAA targets needs to be effective to ensure that we achieve the potential performance reward grant associated with stretch targets and have robust monitoring arrangements covering pooled and aligned funding streams.

Failure to meet stretch targets within the LAA will mean that the council and its partners will receive less performance reward grant in 2009/10.

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

The Local Area Agreement covers Rotherham's key priorities and targets for the four proscribed LAA blocks.

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

Background papers are the reports previously submitted to Rotherham Partnership regarding the performance reporting relating to the LSP and the Local Area Agreement itself.

#### **Contact Name :**

*Matthew Gladstone, Acting Assistant Chief executive, ext 2791*

*Vince Roberts Partnership Manager ext 2757*

*Tim Littlewood, Principal Officer, Performance Management, ext 2764*



LAA Stretch						
Block	Measure	Baseline	Latest position	Target	DoT	On Target
C&YP	No. of schools accredited with healthy school status	31.00	31.00	31		
C&YP	No. of adults obtaining skills for life qualifications at entry levels 1,2 and 3	250.00	Annual	n/a		
C&YP	No. of non-english speakers obtaining citizenship qualifications at entry lvl 1,2 & 3	0.00	Annual	n/a		
C&YP	Proportion of 16-18 year old NEETS*	9.90	8.60	Annual		
EDE	Number of new start up businesses	205.00	70	55		
EDE	No. of IB claimants*(ex 4 wards) into work for 16+ hours a week for 13+ consecutive weeks	20.00	0	0		
EDE	No. of IB claimants* (4 wards) into work for 16+ hours a week for 13+ consecutive weeks	24.00	0	0		
HC&OP	PAF D40 Adult and Older Clients receiving a review as a % of adult clients receiving a service	42.55	13.40	12		
HC&OP	Adults receiving direct payments	101.00	135.00	110		
HC&OP	PAF C32 Older people helped by the council to live at home	87.59	83.09	96.00		
HC&OP	No.of people with a diagnosis of COPD proven by spirometry	5841.00	Annual	n/a	n/a	
HC&OP	No. of residents with COPD who have received a comp. multi disciplinary pulmonary rehabilitation	0.00	Annual	n/a	n/a	
S&SC	Tonnes H'hold Waste Recycled	18553.82	4945.55	4822		
S&SC	Number of incidents of fly tipping	4188.00	890	1012		
S&SC	Number of incidents of graffiti	1535.00	286	230		
S&SC	Number of deliberate fires (Primary and Secondary)	2262.00	557	560		
S&SC	% of repeat incidents of domestic violence.	34.10	32.3	TBC		
S&SC	Sanction Detection Rate	7.50	n/a	n/a	n/a	n/a
S&SC	% of residents reporting that ASB* is either a 'very' or 'fairly' big problem'	49	Baseline Year			
S&SC	% of residents who think nuisance motorcycles are a 'very' or 'fairly' big problem	49	Baseline Year			

**ABBREVIATION / SYMBOL DEFINITIONS**

- Red Triangle = Warns not on target and high risk – Action needs to be taken immediately to improve performance if we are to achieve target.
- Green Star = Shows that performance is on course to achieve or exceed the year end target
- N/A Shows there is no data available at this stage or that a figure is not applicable
- WIP Work in progress – this relates to strategies, plans or initiatives
- Annual Annual measure or annual target to be set
- TBC Figures or targets are to be confirmed
- DOT Direction of travel
- Improvement in performance against baseline position
- Decline in performance against baseline position
- No change in performance against baseline position