

SUSTAINABLE COMMUNITIES SCRUTINY PANEL

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

Date: Thursday, 18 December 2008

Time: 9.30 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. Communications
4. Apologies for Absence
5. Declarations of Interest
6. Questions from members of the public and the press

FOR PRESENTATION

7. Sustainable Communities Section (Pages 1 - 19)
 - Overview of Landlord Relations Team (pages 1-10)
 - Helping Our Communities to Save Energy in their Homes (pages 11-19)
8. Local Area Agreement Target - Serious and Acquisitive Crime (Pages 20 - 30)
 - (a) Presentation by Superintendent Keith Lumley, South Yorkshire Police (pages 20-27)
 - (b) Operation Fawkes – report by Steve Parry, Safer Rotherham Partnership Co-ordinator (pages 28-30)

FOR MONITORING

9. Neighbourhoods 2nd Quarter (April to September) Performance 2007/08 (Pages 31 - 35)
 - to note the results and the remedial actions in place to improve performance

FOR INFORMATION

10. Cabinet Member for Neighbourhoods (Pages 36 - 48)
- minutes of meetings held on 10th and 24th November, 2008

MINUTES FOR INFORMATION

11. Sustainable Communities Scrutiny Panel (Pages 49 - 57)
- minutes of meeting held on 13th November, 2008
12. Performance and Scrutiny Overview Committee (Pages 58 - 72)
- minutes of meeting held on 7th and 21st November, 2008
13. Recycling Group (Pages 73 - 74)
- minutes of meeting held on 4th November, 2008

**Date of Next Meeting:-
Thursday, 22 January 2009**

Membership:-

Chairman – Councillor McNeely

Vice-Chairman – Councillor P. A. Russell

Councillors:-Atkin, Blair, Cutts, Falvey, Gamble, Goult, Havenhand, Lakin, Nightingale, Walker and
F. Wright

Co-optees:- Alex Armitage (Parish Councils), Bernadette Bartholomew (Parish Councils), Mr. J. Carr
(Environment Protection UK), Derek Corkell (RotherFed) and Andrew Roddison (RotherFed)

Presentation to Sustainable Communities Scrutiny Panel

Overview of Landlord Relations Team

18th December 2008

Overview of Landlord Relations Team

- New team established in May 2008
- Based with Neighbourhood Investment Services
- Landlord Relations Manager, Technical Client Officer and Tenant Empowerment Officer

Key objectives

- To strengthen the partnership between RMBC and 2010 Rotherham Ltd
- To ensure the Decent Homes programme is delivered on time, within budget and to the required quality standard
- To develop options for the future of Council housing
- To develop tenant empowerment opportunities
- To identify opportunities to increase efficiency from the partnership

Strengthening partnerships

- Co-ordinating liaison meetings between RMBC and 2010 to ensure the right links exist at the right levels, with a clear escalation route
- Promoting 2010 Rotherham Ltd's achievements within RMBC
- Offering assistance in reviewing service level agreements and ALMO governance structures
- Identifying opportunities to work together to ensure a co-ordinated and joined up approach, and value for money

Decent Homes

- Carrying out quality assurance inspections on properties that have received Decent Homes works
- Reporting by exception to the Cabinet Member for Neighbourhoods on a quarterly basis
- Working in partnership with 2010 Rotherham Ltd to identify actions to ensure continuous improvement
- Ensuring alignment between 2010 Rotherham Ltd's environmental improvements work programme and the Council's Neighbourhood regeneration programme

Future options for Council housing

- Council Housing Directions Project established
- Steering group chaired by Councillor Walker
- Four sub-groups looking at finance, landlord options, opportunities to build new Council houses and opportunities to expand the ALMO's business opportunities
- Resident consultation to take place in early 2009
- Final recommendations to be reported to Cabinet Member for Neighbourhoods in March 2009

Tenant Empowerment Opportunities

- Supporting tenant and resident groups that are interested in exercising their Right to Manage
- Exploring and promoting other tenant empowerment opportunities
- Providing briefings and training for Members, officers and stakeholders on tenant empowerment
- Linking to the Council Housing Directions Project to ensure the model selected to deliver RMBC's aspirations for Council housing offers opportunities for tenants to have a greater say in the management of their homes

Increasing efficiency from the partnership

- Ensuring that 2010 Rotherham Ltd's programme of environmental improvement works (under Decent Homes) is aligned with RMBC investment priorities
- Identifying potential efficiency savings from contracts
- Providing technical support and expertise with respect to the delivery of investment in non-traditional properties, ensure value for money is achieved
- Attending benchmarking forums to identify further opportunities to increase efficiency

The following principles underpin the team's delivery of these objectives:

- Ensuring open and honest communication
- Ensuring effective links between RMBC and 2010 staff at all levels
- Encouraging and promoting partnership working
- Ensuring customers' needs drive service provision / improvement
- Focusing on continuous improvement and options for the future

Thank you for your time
Any questions?

Helping Our Communities to Save Energy in their Homes

Paul Maplethorpe
Affordable Warmth & Sustainable
Energy Co-ordinator

Time to act is now...

- 6,702 households in fuel poverty in Rotherham (6.1%) – set to rise.
- £1,287 - average dual fuel bill in GB.
– £714 / 125% increase since Jan 2003

- © 2008 Centre for Sustainable Energy, Bristol BS1 6XN
- Figures supplied by ofgem

Help and Support (1)

SAVE N WARM Scheme



Discounted Heating and Insulation installation – subsidised by Npower and the South Yorkshire Energy Advice Centre.

To Qualify, households must be in South Yorkshire and be able to pay the discounted, £249 fee.

In Rotherham, during 2007/08:

545 households benefited from loft insulation

783 households benefited from cavity insulation

158 households benefited from heating replacement

Help and Support (2)

Warm Front Scheme



Government-funded flag ship scheme for free insulation and heating

To qualify, residents must be home owners or in private rented accommodation and be in receipt of benefits.

In Rotherham during 2007/08, 1,164 households benefited.

Levered in £1.2m funding into the Borough so far.

Help and Support (3)

Sustainable Communities offer local, Expert Advice to Rotherham's Residents on:

Energy efficiency in the home,
Energy saving measures:

- How to get them
- How to use them

Grant advice, about insulation & heating upgrades.

As well as being a Signposting service to a whole range of schemes and services.



Help and support (4)

Hot Spots

Hot Spots

SOUTH YORKSHIRE

- A partnership referral project, involving the Home Fire Safety Team, PCT and Benefits which offers energy efficiency advice during home visits and appointments.
- Ensuring as many people as possible, particularly the vulnerable, are able to access energy advice and benefits.

Help and Support (5)

The **Neighbourhood Energy Action Scheme** has enabled RMBC:

- To address fuel poverty and energy efficiency; four Neighbourhood Energy Officers (NEO's) will provide a doorstep, 'One Stop Shop'.
- 4000 households in the most vulnerable wards in Rotherham will be targeted, taking advice to the communities in most need first!
- NEO's will be saving on global warming by using electric bikes to get around!



Energy Roadshows

The Energy Efficiency and Affordable Warmth Team has been taking their exhibition to the communities and spreading the word:

At 10 Flu Clinics – 200 visitors at each

At a Housing Association

During Neighbourhood Surgeries

In Schools and homes

At Thurcroft environmental project which resulted in 50 referrals

And on the radio - 3 interviews this month!



And Finally...

To arrange a roadshow at a venue near you, for energy saving light-bulbs, for energy advice, for help accessing energy efficiency schemes or just to ask questions...

Please contact the:

Energy Efficiency and Affordable Warmth Team

paul.maplethorpe@rotherham.gov.uk

ron.bedford@rotherham.gov.uk

Tel: 01709 334964

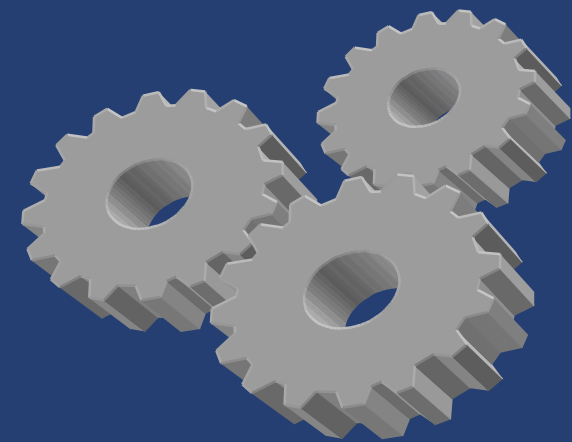
Offender Management

Achieving Reduction and Detections in Serious Acquisitive Crime



Offender Management

Rotherham District
South Yorkshire Police



Offender Management

Achieving Reduction and Detections in Serious Acquisitive Crime



Q. Why is Current Performance Positive?

- Crime Reduction = 15.5%
- Crime Detections = 33% (Up 7%)
- Serious Acq Crime Reduction = 16%
- Serious Acq Crime Detections = 39% (up21%)

- Burglary Reductions = 12% Detections = 29% (+18%)
- Vehicle Crime Reductions = 21% Detections = 42% (+24%)

Offender Management

Achieving Reduction and Detections in Serious Acquisitive Crime

A. Since October New Shape OMU

- OMU Review
- Stole Good Practice
- Reinvented a few wheels
- Identified ‘thief takers’ – DIP – Intell – Partners
- Identified main offenders – matrix scoring
- Aligned tasking
- Prioritised actions
- Aligned BCU fund to support
- Technology – trap car – THEN!!!
- Went and Did it.....

Offender Management

Achieving Reduction and Detections in Serious Acquisitive Crime

Current Performance 2.

Since October 2007.....

Total

- 500+ Prisoners
- 300 Charged
- 80 PPOs
- 180 Remanded in Custody
- 2000+ Detections

Offender Management

Achieving Reduction and Detections in Serious Acquisitive Crime



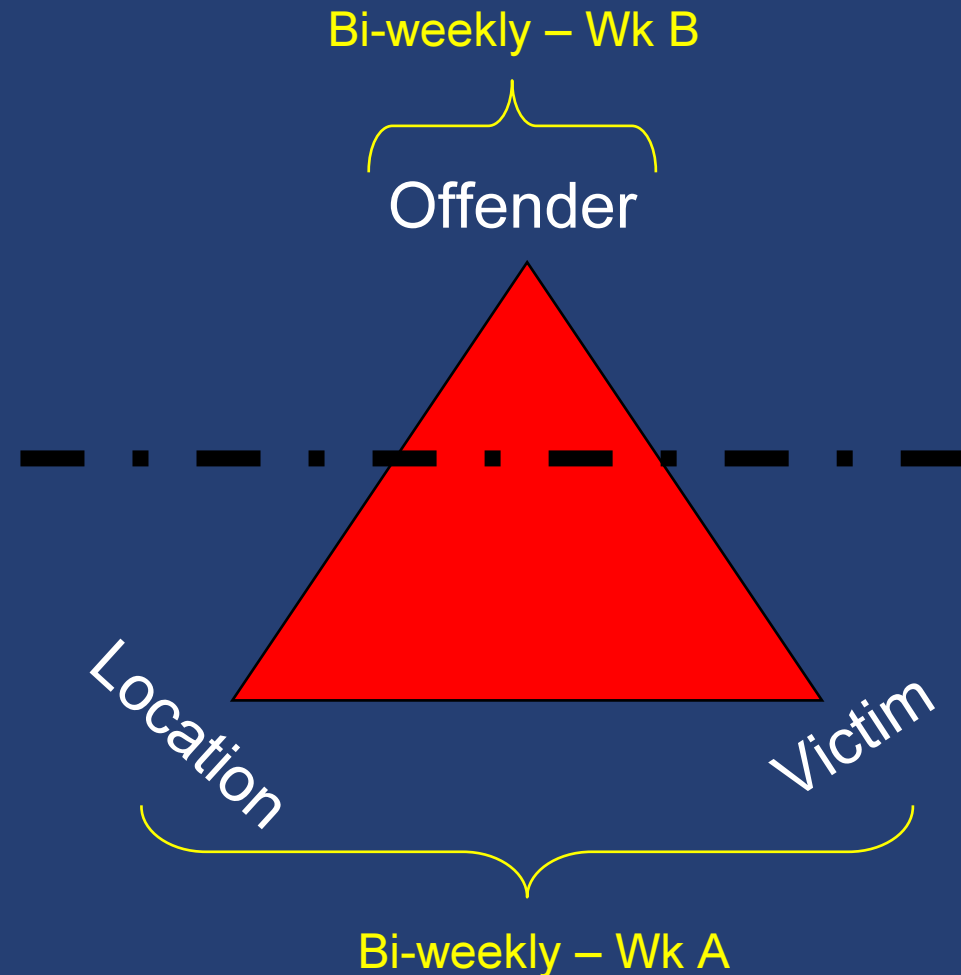
Process Management

Week A

- Victim/Location

Week B

- OMU
- DIP/Probation/YOS/Housing
- Offender Matrix
- Action
- JAG (4 weekly)



Offender Management

Achieving Reduction and Detections in Serious Acquisitive Crime



Action at OMU – All Agencies

- Matrix Action Review
- Intell Requirement
- Intell Actioning
- Offender Management – Testing Results - Pickup
- Offender Intervention – Treatment – Housing –
- Offender Action – Arrest – Recall – Surveillance
- Victim Updates

Offender Management

Achieving Reduction and Detections in Serious Acquisitive Crime

Key Messages

- Integrate - front/back office elements – respect specialisms
- Integrate with Daily/Bi-weekly/JAG processes
- Involve/empower key agencies
- Share intelligence -
- Identify opportunities – Prevent – Enforce – Manage
- Maintain other business – Op Corrode – Key Investigative capability

But most of all.....

- **Identify main offenders & immediately task & resource opportunities**

Offender Management

Achieving Reduction and Detections in Serious Acquisitive Crime



Questions?

ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS
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1.	Meeting:	Sustainable Communities Scrutiny Panel
2.	Date:	18 December 2008
3.	Title:	Operation Fawkes
4.	Directorate:	Neighbourhoods and Adult Services

5. Summary

Operation Fawkes was delivered in partnership by RMBC, Rotherham 2010, South Yorkshire Police and South Yorkshire Fire and Rescue Service between Tuesday 21 October and Sunday 9 November 2008.

Its over-arching objective was to ensure a co-ordinated approach in preventing anti-social behaviour and other associated problems over the period through enforcement, education and a programme of diversionary activities for young people.

Operation Fawkes was previously known as Operation Mischief.

6. Recommendations

- **THAT MEMBERS OF THE SUSTAINABLE COMMUNITIES SCRUTINY PANEL NOTE THE POSITIVE OUTCOMES OF OPERATION FAWKES**

7. Proposals and Details

The over-arching objective of Operation Fawkes was to ensure a co-ordinated approach in preventing anti-social behaviour and other associated problems and to:

- Gather information and intelligence and disseminate accordingly.
- Reduce the number of ASB related incidents in comparison to the same period last year. Particular focus on youth related incidents and rowdy and inconsiderate behaviour.
- Reduce the number of recorded criminal damage in comparison to the same period.
- Ensure diversionary activities are in place for young people and look at opportunities for sustainable provision.
- Increase the visibility of Police and Partners in our hotspots locations at the key times.
- Ensure appropriate resources are available to attend Anti-Social Behaviour related incidents between 18.00hrs and 23.00hrs.
- Look to provide additional support and reassurance to our vulnerable communities.
- Ensure environmental scanning is conducted to reduce ASB and damage opportunities.
- Look to engage the Borough in this operation, utilising resources that traditionally would not be involved on the key dates.
- Ensure actions are understood by the community and other partners.

As a result Operation Fawkes the following Borough wide results were achieved:

- 14.7% reduction in ASB related incidents – 223 less victims compared to the same period last year.
- 52.7% reduction in ASB incidents involving persons under the age of 18 years – 209 less incidents compared to the same period last year.
- 17.1% reduction in criminal damage – 95 less victims compared to the same period last year.
- 41.5% reduction in primary fires (arson) – 27 less victims than the same period last year.
- 46.1% reduction in secondary fires (arson) – 70 less victims than the same period last year.
- Increased youth diversionary provision on the key dates
- Increased visibility and response of partners on the key dates
- Increased response times to calls relating to ASB
- Over 1000 young people attended the 'Big Bang' event at Liquid & Diva

8. Finance

Funding of £10,000.00 from the LAA area based grant contributed towards paying for additional resources utilised over the period of the operation.

9. Risks and Uncertainties

10. Policy and Performance Agenda Implications

11. Background Papers and Consultation

Contact Name : *Steve Parry, Neighbourhood Crime & Justice Manager, Safer Neighbourhoods, RMBC, Tel 01709 (33)4565, steve.parry@rotherham.gov.uk*

ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS
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1.	Meeting:	Sustainable Communities Scrutiny Panel
2.	Date:	15 December 2008
3.	Title:	Neighbourhoods 2nd Quarter (April to September) Performance Report, 2007/08 All Wards Affected
4.	Programme Area:	Neighbourhoods and Adult Services

5. Summary

This report outlines the 2008/09 key performance indicator 2nd quarter results for the Neighbourhoods elements of the Directorate.

6. Recommendations

That Scrutiny is asked to note the results and the remedial actions in place to improve performance.

7. Proposals and Details

At the end of the quarter, 13 (76%) key performance indicators are currently on track to achieve their year end targets. This is deterioration from 90% last year.

There are 4 indicators that are rated 'off' target, and are shown as a red triangle alert in Appendix A.

Exceptions

NM 72 Urgent repairs completed in time (2010 Rotherham)

Performance is 89.34% with a target of 99%. Current trend is identifying a reduction in the % repairs completed in time caused by complications arising from the new IT infrastructure and problems with hand held technology.

xBV 212 Empty property relet times (2010 Rotherham)

Performance has deteriorated to 47 days since last year. The main drop in performance is because of the decision to hold back 19 sheltered properties pending a policy decision to lower the age limit to 55. If these properties were excluded than this would have seen a September (Monthly) performance of 17days which is encouraging but still early days on the road to recovery.

xBV 211a % Programmed / Responsive expenditure on repairs (2010 Rotherham)

Performance is 53% with a year end target of 53.66% and a profiled target to the end of September of 56%. There have been delays with some planned maintenance schemes but the appointment of a new Planned/Programmed Co-ordinator should improve project management arrangements.

NI 156 Number of households in temporary accommodation (Independent Living)

Performance is currently 87 which is way above the target of 51. A performance clinic was held on the 3rd October to improve access to void properties that are managed by 2010 Rotherham. We anticipate that this trend should reduce with some changes to the category of how we define temporary accommodation and priority given to those people in supported housing and domestic violence under the new allocations policy. A report to change the use of 25 Rotherham MBC temporary units to 'supported housing' was approved by Cabinet Member in September 2008.

8. Finance

The Housing Revenue Account (HRA) is forecasting £400k worse than budget due to the forecast loss of £1.1m because of 2010 Rotherham's performance on letting empty properties.

9. Risks and Uncertainties

The first risk relates to the performance of 2010 Rotherham Ltd. The Council officer seconded to the company as Chief Executive has now been replaced by an interim

and a permanent Chief Executive commences work in January 2009. This is a crucial appointment and the Neighbourhoods Management Team will work closely both with the interim and new Chief Executives to improve performance for tenants and leaseholders.

The second risk is associated with the accuracy of our data which underpins each performance indicator. In September 2008 we successfully passed an in-depth audit of our statutory housing return by the Councils external auditors, KPMG. This is the first time that a non-BVPI measure had been audited and this shows that we have strong arrangements in place across the Directorate. The Council looks set to retain its 'performing strongly' score for its management of data quality for the second year running.

The Directorate has developed a new Data Quality Strategy and Action Plan to improve the management of data quality. The strategy has objectives to:

- Put in place mechanisms to capture all new national indicators accurately by March 2009,
- Ensure that all partners have effective data quality management arrangements in place by June 2009,
- Build effective data management arrangements to support service developments by March 2009, and to
- Improve the quality of information supporting statutory housing collections by November 2009.

10. Policy and Performance Agenda Implications

Performance indicators impact on the Councils Comprehensive Performance Assessment (CPA) and Direction of Travel ratings. Neighbourhoods direction of travel is 90% compared to the corporate average of 70%. We also anticipate that we will have a major impact on the ratings this year which will be announced in February 2008. The analysis currently shows that:

- The Housing Block element of CPA is projected to improve from 3 to 4, this is the first time we would have achieved the top rating for housing due to improved private sector housing performance and the retention of the 2 star rating for the landlord service, and
- Neighbourhood measures within the Environment Block of CPA are all now placed in the 'upper threshold' for the first time ever.

Performance management changed nationally this year. The Government introduced a new set of National Indicators which we are implementing new reporting and management arrangements. Some of these measures are unable to be reported at this point in time but we are on track to report them all by the end of the year. To allow for the effective transitional arrangement we will continue to report on old Best Value Performance Indicators as they are likely to impact on future star ratings.

The Bi Annual Tenants 'Status' Survey (NI 160) has been sent out to tenants. Sheltered Aged Persons are not to be included in the survey which may impact on the satisfaction out turn.

11. Background Papers and Consultation

The report has been discussed with Neighbourhoods and Adult Services Directorate Management Team. The performance results for Adult Services are attached (Appendix A) and are compiled using the Corporate 'Performance Plus' management software and are closely aligned to the outcomes within the social care outcomes framework from the Commission for Social Care Inspectorate who want to monitor outcomes for adults from all services. The indicators rated 'on target' are shown as a green star and those that are rated off target are shown as a red triangle alert.

Contact Name: John Mansergh, Service Performance Manager, Extension 3466
E-mail: john.mansergh@rotherham.gov.uk

Appendix A: Adult Social Care - Performance Indicator Outturns for September 2008										
Line No.	YTD	Measure	Good performance & Measure type description	Baseline 07-08	Quarter 1 2008/09	Quarter 2 2008/09	This time last year	DoT from same time last year	08/09 Target	Responsible Director
Outcomes Framework 1: Improving Health and Emotional Well-being										
1	★	NI 184 Food establishments in the area which are broadly compliant with food hygiene law	Bigger is better	n/a	?	82.00%	n/a	n/a	75.00%	Michelle Musgrave
Outcomes Framework 2: Improved Quality of Life										
2	★	BV 66a % Rent Collection	Bigger is better, 100% is best	98.47%	95.30%	97.98%	98.30%	✖	98.49%	2010 Rotherham Ltd
3	▲	BV 66b % of tenants in rent arrears	Smaller is better, 0% is best	2.89%	2.80%	3.17%	2.66%	✖	2.87%	2010 Rotherham Ltd
4	★	BV 66c % of tenants with an NSP	Smaller is better, 0% is best	11.25%	3.10%	4.25%	3.11%	✖	11.23%	2010 Rotherham Ltd
5	★	BV 66d % of tenants evicted	Smaller is better, 0% is best	0.27%	0.06%	0.11%	0.14%	✔	0.26%	2010 Rotherham Ltd
6	▲	NM 72 Urgent repairs completed in time	Bigger is better, 100% is best	98.48%	?	89.34%	98.11%	✖	99.00%	2010 Rotherham Ltd
7	★	NM 73 Non-urgent repairs completed in time	Smaller is better, 0 is best	9.42	?	5.93	9.84	✔	9.00	2010 Rotherham Ltd
8	?	NI 160 Local Authority tenants' satisfaction with landlord services	Bigger is better, 100% is best	74.00%	?	?	?	?	77.00%	Michelle Musgrave
9	▲	BV 212 Average Relet Times	Smaller is better, 0 is best	37	56.92	47.13	33.00	✖	18	2010 Rotherham Ltd
Outcomes Framework 4: Increased Choice and Control										
10	★	BV 213 Homelessness cases prevented through housing advice casework	Bigger is better	8	?	3.02	2.00	✔	7	Kirsty Everson
Outcomes Framework 6: Economic Well-being										
11	★	BV 64 Private sector homes demolished / made fit	Bigger is better	79	26	71	15	✔	120	Michelle Musgrave
12	★	NI 155 Number of affordable homes delivered	Bigger is better	122	2	58	32	✔	145	Michelle Musgrave
13	★	NI158b % change in non decent council housing	Bigger is better 100% is best	29.70%	14.11%	28.39%	10.12%	✔	64.25%	2010 Rotherham Ltd
14	★	PSA 7 Number of vulnerable households no longer living in decent accommodation in the private sector	Bigger is better	344	183	263	?	✔	420	Michelle Musgrave
15	★	NI 187 Tackling fuel poverty - people receiving income based benefits living in homes with a low energy efficiency rating	Lower is better	New PI	60	60	NA	NA	62	Michelle Musgrave
16	▲	NI 156 Number of households living in Temporary Accommodation	Smaller is better	53	47	87	NA	NA	51	Kirsty Everson
Outcomes Framework 9: Commissioning and Use of Resources										
17	▲	% Programmed / Responsive expenditure on repairs	Bigger is better	39.00%	?	53.00%	33.00%	✔	53.66%	2010 Rotherham Ltd
18	★	HMR2 % Housing Market Renewal Spend	Bigger is better, 100% is best	112.00%	24.29%	38.92%	NA	NA	100.00%	Michelle Musgrave
<p>▲ Red Triangle = Indicator did not hit target</p> <p>★ Green Star = Shows indicator did hit target</p> <p>✔ Improvement in performance from last year</p> <p>✖ Deterioration in performance from last year</p> <p>→ No change in performance since last year</p> <p>YTD Signifies this PI is one of DMT's ones to watch for 2008/09</p>										

CABINET MEMBER FOR NEIGHBOURHOODS
Monday, 10th November, 2008

Present:- Councillor Akhtar (in the Chair); Councillors Sims, Kaye (Policy Advisors) and McNeely (Sustainable Communities Panel).

An apology for absence was received from Councillor P. A. Russell.

103. DOG CONTROL - STRAY DOG UPDATE

In accordance with Minute No. 17(2) of 16th June, 2008, the Director of Housing and Neighbourhood Services submitted an update on the impact of the legislative change relating Dog Control.

In order to provide the new service, a bespoke local kennelling unit has been provided. The portacabin was located close to the town centre and allowed members of the public, following contact with the out-of-hours service (Streetpride and Rothercare) who had a stray dog to place it into kennels temporarily ahead of collection by the contracted kennels. Over the first 3 months of the service the number of dogs reported and taken to the out-of-hours kennelling facility was:-

18 dogs during the evenings Monday to Friday
41 dogs during Saturday and Sundays.

There had also been an increase in the number of dogs seized by the Dog Warden Service from 99 in July-September, 2007 to 132 in the same period this year. This corresponded with the information from South Yorkshire Police that they were receiving around 350 stray dogs per quarter.

Pressure on service from the information provided from the Police had been anticipated and, whilst the numbers of stray dogs handled by the Service in the first quarter did not match the expected demand, the Rotherham Dog Rescue charity had raised concerns following their own assessment of more stray dog calls received.

A meeting had been arranged with the charity on site at the new kennelling facility. Access to the new service was discussed and the procedure for the out-of-hours service as well as a number of comments and suggestions made by the charity including:-

- Request for larger cages in the unit portacabin
- Request for lockable cages to prevent kennel sharing and theft of dogs
- Further information made available in the portacabin with reference to out-of-hours telephone numbers.

Resolved;- (1) That the continued positive progress taken to introduce

the statutory requirements of the Clean Neighbourhoods and Environment Act 2005 in relation to stray dogs be welcomed.

(2) That a further report be submitted in August, 2009, to provide analysis of the service demand and associated costs incurred of running the out-of-hours service.

104. TENANCY AGREEMENT REVISION

The Director of Independent Living submitted a summary of the consultation that had taken place on the revision of the Council's Tenancy Agreement together with the final draft of the Agreement.

The consultation exercises had been well attended and Appendix 1 of the report submitted provided a summary of the responses received and details of where changes had been made. Legal advice had been sought throughout the process to ensure that all changes were lawful and to ensure that only landlord and tenant related matters were included.

Many of the comments received involved housing management practices which the customer handbook revision would clarify. Following Members' concerns around managing the anti-social behaviour clauses within the Agreement, a seminar had been arranged on estate management with 2010 Rotherham's Neighbourhood Management Service.

An Equalities Impact Assessment had also been undertaken and changes had been made to ensure that the document was fully accessible to all members of the communities, including information about translations, use of "plain English", text size etc.

There remained ongoing developments in relation to charges for Rothercare and sheltered housing. As this had not concluded in line with the timeline for the revision of the Tenancy Agreement, the revised documents had made it clearer where additional charges for services were to be made. Council officers were also working closely with 2010 to ensure that in advance of sheltered or aged persons properties being offered and at tenancy sign up, any additional charges were clearly explained and documented.

It was proposed that the statutory notice be issued on 24th November stating that the new terms and conditions would take effect from 5th January, 2009. New Tenancy Agreements to existing tenants did not need to be issued as the notice would include a summary of the amended clauses.

Resolved:- (1) That the consultation results set out in Appendix 1 of the report submitted be noted.

(2) That the final draft Tenancy Agreement, as set out in Appendix 2 of the report submitted, be approved.

(3) That the issuing of the statutory notice required to provide tenants with a minimum of 4 weeks notice of the new Agreement, with an effective date of 5th January, 2009, be approved.

105. EXCLUSION OF THE PRESS AND PUBLIC

Resolved:- That, under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in those paragraphs indicated below of Part I of Schedule 12A to the Local Government Act 1972.

106. PETITION UPDATE - WEST MELTON

In accordance with Minute No. 61 of 1st September, 2008,. the Neighbourhood Manager, Wentworth North, submitted an update on the progress made with regard to the original allegations made.

2010 had visited the lead petitioner and surrounding residents following receipt of the petition. They had been made aware of whom they should contact should there be any issues of concern.

To date, there had been no issues of concern and no complaints received.

Resolved:- That the report and action taken be noted.

(Exempt under Paragraph 2 of the Act – information which is likely to reveal the identity of an individual)

107. ENVIRONMENTAL WORKS PROCUREMENT STRATEGY

Due to there being no representative from 2010 Rotherham Ltd. in attendance at the meeting to present the report, the Cabinet Member deferred the item until the 24th November, 2008.

(Exempt under Paragraph 3 of the Act – information relating to the financial or business affairs of any person (including the Council))

108. HIP 2008/09 VIREMENT

Due to there being no representative from 2010 Rotherham Ltd., the Director of Housing and Neighbourhood Services presented a report requesting £300,000 virement within the Housing Investment Programme to fund the creation of a new cost centre for capital repairs which had been recharged from revenue cost centres.

The virement did not affect the overall HIP element monitored by 2010 Rotherham Ltd.

It was noted that 2010 Ltd. Project Managers had identified potential savings within the affected budgets due to efficiencies or changes in programme delivery.

It was felt that the request should be considered together with the overall HIP budget monitoring report.

Resolved:- (1) That the request for virement be not approved.

(2) That the potential savings be noted.

(3) That the report be resubmitted with the next HIP budget monitoring report.

(Exempt under Paragraph 3 of the Act – information relating to the financial or business affairs of any person (including the Council))

CABINET MEMBER FOR NEIGHBOURHOODS
Monday, 24th November, 2008

Present:- Councillor Akhtar (in the Chair); Councillors Sims and Kaye (Policy Advisors).

109. SELECTIVE LICENSING OF PRIVATE RENTED PROPERTIES

Further to Minute No. 4 of 19th May, 2008, the Director of Housing and Neighbourhood Services presented an update on the progress made so far into examining the feasibility of designating areas in the Borough as designated areas of Selective Licensing.

Consultation with partners had taken place and the intelligence received had highlighted a number of areas that had particular issues in relation to anti-social behaviour, low demand, or both. In the short term the following areas had been identified for consultation:-

Eastwood Village
Dinnington

Followed by:-

Maltby – Little London
Ferham, Masbrough and Holmes
Henley

It was a pre-requisite of Selective Licensing that the Council and partners had instigated a number of methods of intervention and support in the areas to address anti-social behaviour or low demand. It was clear from partners and the Council that there was a number of schemes and interventions in Eastwood and Dinnington that had sought to reduce anti-social behaviour or low demand that had had not had the desired outcomes. The other 3 identified areas required further examination of historic intervention to determine as to whether there was justification to proceed to consultation.

Consultation was underway in Eastwood and currently within the awareness phase and building knowledge within the community of the Council's intention to consult. Information had been presented at a number of forums including the new Eastwood Landlord's Forum and the Eastwood Key Individual Network. Information had been delivered to partners in a number of arenas and letters gone to every address within Eastwood Village.

Whilst information would continue to be delivered up to the end of November, it was envisaged that the final stage of the consultation would be entered into at that time. It would include survey questionnaires to every home, business and landlord in the area or having interest in the

area. Officers from the Public Protection Unit, Neighbourhood Investment Team and Area Assembly would be visiting properties to support the consultation, provide information and ensure propriety.

Although it was too early to pre-empt consultation feedback, there was already indications of the key issues of support and concerns relating to the use of the selective licensing powers. It was clear from comments that individuals and partners considered the scheme to be a good idea and that the benefits of introducing Selective Licensing could provide a solution to the problems experienced in the area. It was also clear that a number of landlords were concerned that the scheme placed more burden on their business and was equitable to a further tax on business.

Discussion ensued on the report with the following issues highlighted/clarified:-

- Selective licensing did not provide financial support but enforced a landlord's obligations
- There may be resistance from landlords not wanting to pay a licence fee
- The reputable landlords would appreciate the scheme

Resolved:- (1) That the proposal to undertake a consultation process in relation to developing Selective Licensing for private rented properties be noted.

(2) That a progress report be submitted in February, 2009, which should include financial information.

110. PIONEER AREA: NEIGHBOURHOOD CRIME AND JUSTICE

The Director of Housing and Neighbourhood Services reported that Rotherham had signed up to become a new Neighbourhood Crime and Justice Pioneer Area.

In June, 2008, a major review examining how to better engage communities in the fight against crime and raise public confidence in the Criminal Justice System was published. "Engaging Communities in Fighting Crime" was the result on an indepth 8 month study headed by Louise Casey, former head of the Government's Respect Task Force. 10 key facts were presented in the report, set out in Appendix 1 of the report attached.

The review contained more than 30 common sense proposals to reduce crime, create safer communities and increase public confidence. It concluded that radical change was needed to get the public more engaged in tackling crime and to halt the erosion of community spirit. The work presented in the report had had significant Government support and its findings also reflected in the Policing Green Paper. It was clear that the Government wished to ensure that community payback was visible

and tough, that victims of crime were supported to reduce re-offending and that the public knew the rights that the policing pledge gave them.

Supported by £5.6M over 2 years to March, 2010, 1 of the Casey recommendations was to establish better integration of neighbourhood policing, neighbourhood management and partner services by Councils was now being phased in by the introduction across the country of "Pioneer Areas" to develop a central and local Government partnership. Key in delivery and focusing action was the requirement for each Pioneer Area to have an appointed Neighbourhood Crime and Justice Co-ordinator who would bring associated Government grant funding.

The new Co-ordinators would be a powerful force taking forward the radical vision set out in the Casey Review and Policing Green Paper and, in doing so, would ensure that the public had a stronger voice with regular information on crime, regular local partnership meetings were held to share information and action being taken to tackle local concerns.

The Council had taken the opportunity to become a Pioneer Area to refocus the Community Safety Unit. The new Neighbourhood Crime and Justice agenda had now been prioritised within the work of the Team

Resolved:- (1) That the signing up for Rotherham to be a Neighbourhood Crime and Justice Pioneer Area be welcomed.

(2) That the successful appointment of a Neighbourhood Crime and Justice Manager be noted.

111. ENFORCEMENT OF THE PROCEEDS OF CRIME ACT 2002 - UPDATE

Further to Minute No. 10 of 18th June, 2007, the Director of Housing and Neighbourhood Services submitted an update on enforcement carried out under the above Act.

During 2007/08, a total of £3,508 was received by the Authority relating to Trading Standards investigations. Unfortunately, £1,401 of this related to a case taken prior to the incentivisation scheme being in place and had to be forwarded to the Police. The remaining £2,107 was carried over to the 2008/09 budget and used to produce and display banners relating to under age sale enforcement.

Currently there were 2 Trading Standards cases being investigated by the Financial Investigators in Revenues and Benefits who were hoping to apply for proceeds in excess of £500,000. This would have to be approved by the Judge who often reduced the figure dependent upon the assets held by the defendant. The money then had to be collected from the defendant, however, previous experience had shown that there were high rates of collection as a prison sentence was involved if monies were not paid and the monies still owed once the sentence had been served.

It was important to have in-house Financial Investigators if the Council was to proceed with this form of enforcement. Once the benefits of income from the Act were fully understood, consideration may be given to the feasibility of using future income raised to fund a post of Financial Investigator within the Business Regulation Services to work closely with Revenues and Benefits to ensure continuity of service between the 2 and to ensure investigations were kept "in house" within Rotherham and RBT for the expected workloads.

Resolved:- That the report be noted.

112. PRIVATE SECTOR HOUSING INVESTMENT PROGRAMME - PROGRESS

Further to Minute No. 221 of 31st March, 2008, the Director of Housing and Neighbourhood Services presented a progress report on delivery against the Investment Plan.

The previous report had identified that the Plan proposed to target vulnerable households, the private rented sector and pre-1919 housing with a range of interventions that would provide residents with a better quality of life.

The multi-disciplinary Private Sector Renewal Working Group was responsible for identifying targeted interventions. Appendix 1 of the report submitted detailed those interventions funded in the 2008/09 financial year. They demonstrated that the Council was on target to deliver against projected targets focussing on assisting vulnerable householders, the private rented sector and making improvements to the pre-1919 housing stock.

The strategic objectives and progress to date were set out in the report submitted.

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

(2) That regular progress reports be submitted on work carried out by the Private Sector Renewal Working group on delivery against the Investment Plan.

113. DECENT HOMES AFFORDABILITY

Further to Minute No. 228 of 21st April, 2008, the Director of Housing and Neighbourhood Services presented an update on the affordability position and new costs identified and included within the model.

Rotherham's Decent Homes Investment Plan had estimated that the Programme would cost £313M from 2005/06 to 2010 based on the results of a 10% sampling survey.

The funds required from the Government for the Programme were £218.8M with £94.4M being provided by Rotherham's own resources. However, the actual resources available have reduced by £18.3M since the beginning of the Programme, as set out in Appendix 1 of the report submitted.

Programme costs have also changed from the original forecast as the number of surveys completed have increased and changes made to the Programme.

The Interim Director of Investment and Assistant Director of Investment, 2010 Rotherham Ltd., answered questions on the budget variances and possible decisions that may have to be made in the future.

Resolved:- That the report be noted.

114. ALLOCATIONS POLICY

The Director of Independent Living presented the current position in relation to the implementation of the Housing Allocation Policy which had been before full Council in May, 2008.

A full Housing Register Review had been carried out in order to obtain an up-to-date picture of applicant's circumstances to enable correct placing in an appropriate band in accordance with the new Policy. The review had commenced in June with 24,730 letters sent out together with 10 Borough-wide roadshows for customers. As at 13th November, 2008, 15,730 review letters had been returned of which 3,387 applications had been cancelled. The 3rd reminder letter had been sent on 1st October which was the final opportunity for residents to return their housing application by 31st October, 2008.

To assist with take up, Rotherfed were engaged as well as an advocacy service working with customers with learning difficulties. It was proposed that:-

- There should be a further period allowed for all applicants who had not responded to the review letter with applications re-opened up to 31st December, 2008
- Individual cases for requests to reopen an application after that date should be made in writing outlining the reasons why the applicant had failed to return their review letter
- All returned applications would receive an acknowledgement letter and an Allocation Policy Summary booklet and all the applications that had been cancelled would receive a cancellation letter.

There had been a number of applications identified during the review with no address or marked as "no fixed abode". A comprehensive list detailing those applicants would be kept on file and the applications would be reopened when the applicant made contact. In future housing

applications would not be registered without a contact address.

All returned applications that were remaining live had been recoded in line with the new Policy. They had provided a more up-to-date picture of housing need in the Borough and would be used to assist revisions of the various housing plans and strategies. As at 13th November, the number of applications were:-

Priority Plus	23	
Priority		951
General Plus	417	
General	10,952	
Total	12,343	

It was proposed that the new Policy be launched on 1st December. The main changes to the Policy were summarised in a leaflet at Appendix 1 of the report submitted.

The report also referred to the need for new terms of reference for the Housing Assessment Panel given the new Priority Plus Group and the Panel's role in considering whether to award Plus Group status. The new terms of reference and referral procedures were set out in Appendix 2.

Under the new Policy, Local Lettings Policies had to be reviewed every 6 months and would only be applied where there were housing management difficulties or age restrictions. The Local lettings Policies for the period 1st December, 2008 to 1st June, 2009, were detailed in Appendices 3 and 3a

Resolved:- (1) That the outcome of the Housing Register Review and proposals for receiving late review forms be noted.

(2) That the start date of the new Allocation Policy be 1st December, 2008.

(3) That the new Terms of Reference for Housing Assessment Panel be approved.

(4) That the Local Lettings Policies be approved for 1st December, 2008 to 1st June, 2009.

115. EXCLUSION OF THE PRESS AND PUBLIC

Resolved:- That, under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in those paragraphs indicated below of Part I of Schedule 12A to the Local Government Act 1972.

116. ENVIRONMENTAL WORKS PROCUREMENT STRATEGY

The Interim Director of Investment, 2010 Rotherham Ltd. presented a report setting out the options for 2010 Rotherham Ltd. and the Council to procure contractors for the delivery of Environmental Works following on from Decent Homes Works within the Borough of Rotherham.

The report set out procurement options and the case for dividing the project into concurrent work streams to ensure timely project delivery as well as consideration to the benefits of collaboration with other authorities in delivering the procurement.

Discussion ensued on the involvement of Elected Members in the consultation process with the recent Garage Management Review quoted as an example of best practice.

Resolved:- (1) That 2010 Rotherham Ltd. proceed promptly with the procurement of contractors for the delivery of environmental work in accordance with Option 1 set out in the report submitted and that this project be carried forward on the basis of concurrent workstreams.

(2) That 2010 Rotherham Ltd. consult with Ward Members on the development of the Environmental Programme.

(3) That a further report be submitted once the proposed Environmental Programme has been drafted.

(Exempt under Paragraph 3 of the Act – information relating to the financial or business affairs of any person (including the Council))

117. DECENT HOMES EVALUATION

The Interim Director of Investment, 2010 Rotherham Ltd., submitted a proposal to reduce the number of main contractors part of the Decent Homes Partnering Framework from 4 to 2 as from April, 2009, or as soon as the contractors were completing the works allocated to them for the financial year 2008/09. The proposal was due to a significant reduction in the Investment Programme.

The report outlined the methodology used for evaluating the Decent Homes Refurbishment contractors.

Discussion ensued on the proposal in the current economic climate, the effects (if any) on the Programme and TUPE issues.

Resolved:- (1) That only 2 construction partners be allocated the 4th and 5th series of annual contracts.

(2) That the contracts for the financial years 2009/10 and 2010/11 be awarded to Keepmoat (working through Bramall Construction) and Henry Boot.

(Exempt under Paragraph 3 of the Act – information relating to the financial or business affairs of any person (including the Council))

118. NEIGHBOURHOODS AND ADULT SERVICES - STAGE 3 COMPLAINT

It was noted that a meeting of a Complaints Panel had been held on 7th November, 2008, comprising Councillors Gosling (in the Chair), J. Hamilton and Nightingale. The Panel heard a number of complaints received from Mr. G. relating to noise nuisance allegedly caused by his neighbour's electric gates..

The Panel had not upheld the complaints.

Resolved:- That the Panel's findings be noted.

(Exempt under Paragraph 2 of the Act - information likely to reveal the identity of an individual)

119. PETITION UPDATE - BRAMLEY

In accordance with Minute No. 71 of 15th September, 2008, the Neighbourhood Manager submitted an update on actions taken since receipt of the petition.

Following receipt of the petition, the Neighbourhood Champion had alerted the Council's Anti-Social Behaviour Unit and the Wentworth Valley Safer Neighbourhood Team. 2010 had sent a letter to each petitioner enclosing nuisance monitoring forms.

A number of forms had been returned from residents who the Neighbourhood Champion had kept in regular contact with to monitor the situation. On 3rd October, 2008, a 2nd warning letter had been hand delivered to the introductory tenant where an Acceptable Behaviour Contract had also been served.

Following a meeting between 2010, Wentworth Valley Ward Member, Police Inspector and an Anti-Social Behaviour Officer, it was decided that the Unit obtain statements from the Ward Member and the alleged victim to further investigation.

A further letter had been sent to all petitioners informing them that the Anti-Social Behaviour Unit was now involved.

The 2010 Neighbourhood Champion continued to monitor the case and regular contact with the Safer Neighbourhood Team.

To date a counter allegation has been received, a copy of which had been kept by 2010 and passed to the Unit.

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

(2) That a further report be submitted in 6 months.

(Exempt under Paragraph 2 of the Act - information likely to reveal the identity of an individual)

SUSTAINABLE COMMUNITIES SCRUTINY PANEL
Thursday, 13th November, 2008

Present:- Councillor McNeely (in the Chair); Councillors Atkin, Blair, Falvey, Gamble, Gouly, Havenhand, Nightingale, P. A. Russell and Walker. together with Bernadette Bartholomew (Parish Councils), Derek Corkell (RotherFed) and Andrew Roddison (RotherFed)

Apologies for absence were received from Councillors Akhtar and Cutts and Mr. J. Carr.

54. COMMUNICATIONS

The Scrutiny Adviser circulated a letter received from the appointed Liquidators of Farepak updating on the latest position.

Resolved:- That a letter be sent to the Minister at the Department of Business, Enterprise and Regulatory Reform expressing the Panel's concern with regard to how the situation had been/was being handled.

55. DECLARATIONS OF INTEREST

There were no Declarations of Interest made at the meeting.

56. QUESTIONS FROM MEMBERS OF THE PUBLIC AND THE PRESS

There were no members of the public and press present at the meeting.

57. TRADING STANDARDS SERVICE IN ROTHERHAM

Margaret Statham, Trading Standards Manager, gave the following powerpoint presentation:-

Trading Standards covers:-

Civil Law

- Advice and guidance on civil Legislation relating to contracts
- What someone's rights are and what they need to do to pursue a case
- Practical guidance on the Legislation

Criminal Law

- Enforcement of Legislation
- Not as straight forward as it used to be as new Legislation includes civil action e.g. trader signing up to a Court document which would lead to contempt of Court and imprisonment if conditions breached.

First Tier Consumer Advice was provided by Consumer Direct. Should the customer require further assistance or there was a criminal element,

they were referred through to Trading Standards

Legislation – 70 Acts of Parliament split into 4 basic areas

- Contract Law

- Safety
 - Toys
 - Pots and pans
 - Cosmetics
 - General products

- Metrology (Weights and Measures)
 - Trading Standards evolved from Weights and Measures enforcement
 - Weights and Measures linked to monetary units (pounds)
 - Statutory qualification
 - Basis for majority of contracts made

- Fair Trading
 - Prices
 - Credit
 - Descriptions
 - Counterfeit
 - Specific Projects
 - Loan Sharks
 - No Cold Calling Zones
 - Scambusters
 - Tobacco – counterfeit
 - Proceeds of Crime
 - Under Age Sales
 - Home Services Directory
 - Motor Trade Partnership

Christmas

- National Consumer Week (w/b 17th November, 2008)
- November edition of South Yorkshire Newsletter
- <http://www.consumerdirect.gov.uk/savvy>
- <http://www.consumerdirect.gov.uk/news/pressreleases/NCWPR/5133>
- 29
- http://www.consumerdirect.gov.uk/savvy/advent_calendar

2007/08 Achievements

- visiting 100% of high risk premises
- 100% response rate to correspondence within 10 days
- 96.2 business satisfaction index 96.2 consumer satisfaction index
- setting up of 10 no cold calling zones
- 15 in depth counterfeiting cases
- maintaining service expenditure within budgets.

A question and answer session ensued with the following points highlighted:-

- The Proceeds of Crime Legislation was a new area for Trading Standards. A Proceeds of Crime investigation ran alongside a criminal investigation and was a very powerful piece of Legislation as the person being investigated had to prove how the income was not as a result of criminal activities;
- A lot of pro active work was undertaken with regard to enforcement of Weights and Measures and as a result there were very few problems;
- Consumer Direct recorded full details of any call received, although, a number of callers did not want to give their names. Trading Standards would always try to maintain confidentiality although it was more difficult if it was an anonymous caller as they could not be kept informed of what had happened after their call;
- Counterfeit currency was under the jurisdiction of the Police;
- A member of the public should ring Consumer Direct and report issues who then referred it to the relevant Trading Standards Service;
- The Service was required to follow the Council's Enforcement Policy based on Legislation. In some cases, other ways were used to get the same result rather than taking a trader to Court.

Margaret was thanked for her very interesting presentation.

58. HOUSING RENEWAL IN ROTHERHAM

Tom Bell, Neighbourhood Investment Manager, gave a powerpoint presentation on the Rotherham Housing Market Renewal Programme '4 Years On' as follows:-

HMR Pathfinder Programme Target Areas

- Wath and Swinton
- Rawmarsh and Parkgate
- Rotherham West
- Rotherham East
- Town Centre

Delivery Arrangements

- Governance Arrangements
 - o ADF Executive Groups
 - o Project Sub-groups
 - o HMR Pathfinder Meeting
 - o TSY Board
- Delivery Arrangements
 - o RSL Partnership

- Private sector partnerships
- EDS
- External consultancy

Housing Market Challenges – 4 years ago

- Low property values
- High void rates
- Vulnerability not abandonment
- Pockets of failure
- Lack of housing choice
- Lack of housing quality
- Unsustainable stock
- Failing service centres

Housing Market Challenges – Now

- Rapid price rises but now falling – 15 to 30%
- Difficulties in securing mortgages
- Under valuing properties
- Banks risk averse
- Reluctance to enter housing market
- Economic downturn – unemployment rising
- Increasing demand for affordable housing
- Mortgage repossessions on the increase

Achievements

- 250 unsustainable homes demolished
- 396 new homes constructed
- New Town Centre residential market
- Award winning ECO housing development
- £2.8M Gateways enhanced
- £2M Parks and public spaces
- 2 Service centres improved
- 290 affordable homes built
- £264,000 Safer Neighbourhoods

Linkages to other Programmes

- Affordable Housing Programme
- Regional Housing Programme
- Renaissance Towns Initiative
- Town Heritage Initiative
- 2010 Decent Homes Programme
- Neighbourhood Management Pathfinder
- Employment and training
- Economic regeneration
- Supporting People
- Quality Bus Corridor
- PCT – Health Living
- Green Spaces Investment Programme

- Children and Young People
- Respect Agenda
- Promoting Public Art
- Zero Carbon Objectives

HMR Programme Funding Allocation

- 2004-06 £15.3M spent (100%)
- 2006-08 £15.6M spent (105%)
- Total to date £30.9M (4 years)
- 2008-11 £25.9M provisional allocation for 3 years

HMR Programme – What Next

- Delivering the 2008-11 Programme in a changing market
- Ensuring that the Programme was responsive to change
- Strengthening partnership and delivery arrangements
- Maintaining links to economic conditions and community cohesion
- Supporting delivery of new affordable homes
- Linkages to the Growth Housing agenda
- Developing relationships with the Home and Communities Agency

A question and answer session ensued with the following points raised/clarified:-

- Shared ownership;
- Schemes were being explored or “try before you buy” whereby you rented a property above the social rent level. The amount above the social rent went into a holding fund so over the years it was built up into a deposit for when that person was in a position to purchase;
- A Corporate approach was being developed to the challenging economic conditions, not just for housing, but linking in with all areas of the Council and external partners;
- All the apartments in the Imperial Buildings and on the old Market Site had been sold. 90% of the apartments on the next phase (Keppel Wharf) had also been sold;
- The need for increased partnership working with Highways when carrying out Gateway improvements particularly with regard to road markings

Tom was thanked for his very interesting presentation.

Resolved:- That, in view of the recent television programme illustrating His Royal Highness Prince Charles’ interest in sustainability and regeneration, the Neighbourhood Investment Manager send him examples of the work that had taken place in Rotherham, particularly with regard to Henley Rise Eco Homes and Canklow.

59. UNDER AGE SALES UPDATE

Margaret Statham, Trading Standards Manager, presented an update on

the work of the Trading Standards Service in relation to the sale of age restricted products.

The Trading Standards Team had responsibility for the enforcement of age Restricted Sales Legislation aimed at protecting the health and wellbeing of young people. Products such as tobacco, fireworks, solvents, videos, lottery tickets, spray paints and alcohol were age restricted as they were believed to be harmful if purchased and used/misused by people under a specific age.

In the first 6 months of 2008/09, the Team had received 5 complaints/referrals in relation to alleged underage sales. All had been dealt with by personal visits to the premises concerned. Advice had been given to the owner of each business in respect of the Legislation controlling such sales, together with advice in respect of their legal responsibilities. Action plans had been developed with all premises where deficiencies in the management of the business had been identified with in put from South Yorkshire Police where appropriate.

The Team, in conjunction with South Yorkshire Police, had carried out intelligence led test purchasing exercises as follows:-

Product	Date of visits	No. of premises visited	No. of Sales
Solvents	June	8	1 (12.5%)
Alcohol (5.7%)	July-August	52	3
Cigarettes	September	15	1 (6.7%)
Total	June-September	75	5 (6.7%)

The figures represented a business compliance rate for alcohol and tobacco sales of 94% which exceeded the current target of 93.7% (Neighbourhoods and Adult Services Strategic Objective 2).

Trading Standards had played a role in the development of Operation Fawkes, a multi-agency project that lasted for 2 weeks beginning in late October, 2008. The Operation involves representatives from South Yorkshire Police, South Yorkshire Fire and Rescue, the Council and other partners working together to ensure that Rotherham residents enjoyed a safe time both at home and out at events. As in previous years, Trading Standards enforcement staff would be working with the Police and conducting test purchasing operations at shops around the Borough. Those shops found to be selling alcohol or fireworks to anyone under the age of 18 could potentially lose their licences and/or face criminal proceedings. There would be 4 operations involving test purchases of fireworks and 2 involving alcohol and cigarettes. It was expected that the 6 operations would involve visits to approximately 40 individual premises.

After the conclusion of Operation Fawkes, Trading Standards would continue to work with Safer Neighbourhood Teams with the intention of carrying out at least 1 underage sales exercise per month.

The following issues were raised:-

- The Service worked very closely with the Police. There was a Memorandum of Understanding with regard to under age sales, particularly for alcohol;
- It was not a criminal offence for a parent to give a child an alcoholic drink within the home. It was an offence if someone was buying alcohol specifically to supply children;
- Test purchasing for solvents had only been carried out in a couple of Area Assembly areas because of issues raised within them. However, intelligence did suggest that it was becoming a problem again.

Resolved:- (1) That the enforcement activity of the Trading Standards Service in relation to age restricted sales be noted.

(2) That a report be submitted to the next meeting on Operation Fawkes.

(3) That a presentation be made to a future Panel meeting by the lead officer of the Scambusters Team.

60. CABINET MEMBER FOR NEIGHBOURHOODS

The Panel noted the decisions made under delegated powers by the Cabinet Member for Neighbourhoods held on 13th and 27th October, 2008.

Arising from Minute No. 92 (Disabled Adaptations Funding), the Director of Housing and Neighbourhood Services reported that, as a result of the decision made that where Decent Homes works were being carried out and adaptations required that assessments be carried out, there had been an increase in the number of people being assessed as requiring adaptations than budgeted for. Some adaptations would now be funded through the Decent Homes Programme.

Arising from Minute No. 93 (Safer Neighbourhood Review Action Plan), the Director of Housing and Neighbourhood Services reported that the Plan was on target. The Safer Neighbourhood Team anti-social behaviour telephone line had now gone live and was staffed by Enforcement Staff.

61. SUSTAINABLE COMMUNITIES SCRUTINY PANEL

The minutes of the meeting held on 16th October, 2008, were noted.

It was noted that the first meeting of the Choice Based Lettings Review Group was to be held on 18th November, 2008, at 2.00 p.m.

62. PERFORMANCE AND SCRUTINY OVERVIEW COMMITTEE

The minutes of the Performance and Scrutiny Overview Committee held on 10th and 24th October, 2008 were noted.

63. MEMBERS SUSTAINABLE DEVELOPMENT ADVISORY GROUP

The minutes of the above Advisory Group held on 31st October, 2008, attended by Councillors Wyatt (in the Chair), Austen, McNeely and Pickering, be noted.

Resolved:- (1) That a presentation be made to a future meeting of the Panel on the new measures to increase energy efficiency in homes and to combat fuel poverty.

(2) That information which Councillors would be able to pass onto their communities should be made available as soon as possible for use at surgeries etc.

64. EXCLUSION OF THE PRESS AND PUBLIC

Resolved:- That, under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Paragraph 3 of Part I of Schedule 12A to the Local Government Act 1972 (information relating to the financial or business affairs of any particular person (including the Council)).

65. GARAGE SITE REVIEW - UPDATE

Paul Walsh, Programme Manager, Neighbourhood Investment Team presented a further report on progress made with the above Borough-wide Review.

Following an indepth analysis of each site, recommendations had been developed in consultation with Ward Members and other stakeholders and had been submitted for consideration.

The original database developed by the Team in 2006 had identified 451 Council-owned garage sites, however, the ongoing process of the review had identified a number of sites suitable for decommissioning and, following Member approval, a number had been sold. The database had, therefore, been revised and now stood at 440. Many of the sites had been disposed of to support the development of new affordable homes with 47 new homes being built on 8 of the sites sold to date.

All garage sites had been assessed as to their suitability in consultation with Ward Members, residents and 2010 Rotherham Ltd. The assessment had looked at demand, quality, site security, investment requirements and estate management problems. 86% had been recommended for retention and improvement and 11% considered for disposal. The remaining 3% would be further considered as part of the

ongoing review process.

The Garage Site Investment Programme was continuing, improving the overall quality of garage sites to be retained.

Discussion ensued on the report with the following points raised;-

- The sites previously coded as “green” had been built into the Forward Investment Plan;
- There were very few “amber” sites and were subject to review. Strong management would go into them until a decision was made as to their future;
- Sites coded as “red” were to be decommissioned with further detailed assessment as to what they could be used for;
- The Team should be notified of any specific site that was causing problems;
- Information and invitations had been sent out to all Members to comment on the recommendations for the sites in their respective areas. A lot of feedback had been received, some requesting site visits, some wanting meetings to discuss the recommendations.

Members would continue to receive regular updates and information particularly to those who had garage sites in their Wards that were to be decommissioned together with meetings to discuss proposals.

The Chair stated that the whole question of the garage review had arisen from this Scrutiny Panel. It had been taken seriously by the officers and the progress made was very pleasing.

Resolved:- That the report be noted.

PERFORMANCE AND SCRUTINY OVERVIEW COMMITTEE
7th November, 2008

Present:- Councillor Whelbourn (in the Chair); The Mayor (Councillor G. A. Russell), Councillors Austen, Barron, Boyes, Burton, J. Hamilton, McNeely and P. A. Russell.

Also in attendance for items 116 onwards below were Chris Cox, John D'Silva, George Foster, Liam Laughton, Charlotte Scothern and Melissa Waterworth (representatives of the Youth Cabinet) and Lydia Catterall (Young People's Adviser).

Councillors Akhtar (Cabinet Member for Neighbourhoods), R. S. Russell (Cabinet Member for Streetpride) and Councillor Smith (Cabinet Member for Regeneration and Development Services).

Apologies for absence were received from Councillors Hussain, Jack, Stone, Swift and Wyatt.

107. DECLARATIONS OF INTEREST

There were no declarations of interest made at this meeting.

108. QUESTIONS FROM MEMBERS OF THE PUBLIC AND THE PRESS

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

109. PAYMENT OF INVOICES WITHIN 30 DAYS (FORMER BVPI 8)

Further to Minute No. 69 of the meeting of this Committee held on 12th September, 2008, Sarah McCall, Performance Officer, presented the submitted report which detailed BVPI 8 and how it measured the payment of undisputed invoices within thirty days.

The Council had agreed the following average annual targets for performance of BVPI 8 with RBT:-

2007/08	96.3%
2008/09	97.0%
2009/10	97.5%

Outturn performance for 2007/08 achieved 94% which demonstrated an improvement on the 2006/07 outturn performance of 91%.

Performance against BVPI 8 was not as consistent as it should be and it was recognised that the Council should act to instil and embed good practice in this area and work was ongoing to that effect. Recent performance had achieved:-

April	95%
May	92%
June	88%

July	90%
August	91%
September	91%

Average performance against BVPI 8 for the year to date was 91.16%.

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

- Effective start time of the thirty day period.
- Reasons for the drop in performance in June.
- Rationale behind payment to small to medium enterprises within ten days.
- Clarification regarding tracking the impact of performance of BVPI 8 against early payment discount savings and breakdown of information by Directorate.
- Proposed activity regarding how the Council could help individuals and businesses in respect of the credit crunch.
- Impact of champions and buddies.

Resolved:- (1) That the current position in respect of BVPI 8 be noted.

(2) That, with regard to future reports and any Directorate falling below expected standards, the respective Cabinet Member and Strategic Director be requested to attend this Committee to discuss the position.

110. PROCUREMENT STRATEGY ACTION PLAN OUTTURN

Further to Minute No. 67 of the meeting of this Committee held on 12th September, 2008, Sarah McCall, Performance Officer, presented the submitted report detailing how the Council's Corporate Procurement Strategy was based around the four key visions of the National Procurement Strategy:-

- Vision for leadership, management and capacity.
- Vision for partnering, collaboration and supplier management.
- Vision for systems that allow business to be done electronically.
- Vision for stimulating markets and achieving community benefits.

Implementation of the Strategy was via four action plans corresponding to the visions and the report provided the outturn position against those action plans.

In order to demonstrate progress against action plans, a percentage complete figure had been incorporated.

The four Strategy Action Plans had delivered the objectives of the Procurement Strategy, which were:-

- Value for Money.
- Legal Procurement.
- Governance.
- Sustainable Procurement.
- Stimulated Markets.

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

- Implementation of e-invoicing within Cedar to accept XML invoices directly in the Cedar Application.
- Monitoring of non-catalogue items regarding the introduction of framework supplier agreements.
- Training with regard to the implementation of e-tendering and e-evaluation.
- Clarification regarding the potential for regional or multi-authority contracts for care provision.
- Target setting for the member led Procurement Panel.
- Measuring the impact of the action plans.
- Clarification of no training needs being identified in relation to APR 1.08 and the self assessment survey undertaken.
- Elimination of barriers to compete with regard to the review of tendering processes.
- Economic viability of meet the buyer events.

Resolved:- That the outcomes of the four action plans be noted.

111. PROCUREMENT LPI'S

This item was deferred to the 5th December, 2008 meeting of the Committee.

112. RAY BUY RECYCLED PROJECT

This item was deferred to the 5th December, 2008 meeting of the Committee.

113. MINUTES

Resolved:- That the minutes of the meeting held on 24th October, 2008 be approved as a correct record for signature by the Chairman.

114. WORK IN PROGRESS

Members of the Committee reported as follows:-

- (a) Councillor McNeely confirmed that the review entitled “The Customer Experience of Choice Based Lettings” had begun.
- (b) Councillor Austen indicated that it was hoped that the report of the review of the Parish Charter would be submitted to the Democratic Renewal Scrutiny Panel on 4th December, 2008.
- (c) The Mayor reported that the latest meeting of the Children and Young People’s Scrutiny Panel had considered:-
 - Update on Performance in relation to PSA 14 and NPI 117 – 16 to 18 year olds who are Not in Education, Employment or Training (NEET) and Connexions Services Activity within Rotherham.
 - 14 to 19 Strategy (including LSC developments – Update).
 - Impact Assessment of Young Runaways and Missing from Home Protocols.
 - Children and Young People at Risk of Sexual Exploitation – Impact Assessment of Action Plan.
 - Secondary School Lifestyle Survey 2008 (Borough wide).

115. CALL-IN ISSUES

There were no formal call in requests.

116. MEMBERS OF THE YOUTH CABINET TO INTERVIEW ELECTED MEMBERS ABOUT BEING A COUNCILLOR

At this point in the proceedings, the meeting was adjourned to facilitate a political speed dating session between representatives of the Rotherham Youth Cabinet and members of this Committee and Cabinet.

The meeting reconvened together with members of the Cabinet and representatives of the Rotherham Youth Cabinet and, as part of 11 Million Takeover Day, Charlotte Scothern (Youth Cabinet) chaired the remainder of the meeting.

(Charlotte Scothern in the Chair)

Charlotte welcomed everyone to the meeting and thanked all those that had taken part in the political speed dating session.

117. REDUCTION/REMOVAL OF SINGLE USE PLASTIC BAGS AND RECYCLING IN SCHOOLS - UPDATE

The Committee noted the submitted report relating to the above which updated the meeting on meetings, discussions and actions that had taken place since the issue was first raised by the Youth Cabinet at the respective meeting in November, 2007.

Charlotte welcomed Hugh Long, Partnership and Development Co-ordinator, who gave a presentation entitled "Plastic Bag Reduction and Recycling in Schools".

The presentation covered:-

- Format of talk:-
 - Some quiz questions.
 - Plastic bag reduction.
 - Recycling in schools.
 - Some statistics about Rotherham's recycling.
- How many fridges did Rotherham recycle last year?
- Plastic bag reduction – what has been done so far.
- Future options.
- How many newspapers and magazines did Rotherham recycle last year?
- Recycling in schools – what has been done so far.
- Paper banks.
- Future options.
- Future barriers.
- How many trees did Rotherham save from being chopped down last year?
- How much did Rotherham recycle in 2002?

- How much did Rotherham recycle in 2007?
- What can schools do?

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

- Modbury Project feedback one year on.
- Views of the Youth Cabinet regarding progress over the last year covering:-
 - Positive awareness raising.
 - Paying for plastic bags a positive move.
- Consultation with other local authorities regarding plastic bag free initiatives.
- Possibility of a letter from the Youth Cabinet to shopkeepers regarding reduced plastic bag usage.
- Influencing Government to provide reduced packaging.
- Creative use of packaging materials.
- Recycling fashion shows.
- Viability of an initiative to return packaging.
- Potential Youth Cabinet resolution to the three local M.P.'s regarding the Government putting pressure on manufacturers to reduce packaging.
- Utilising Youth Cabinet links into the Youth Parliament to reinforce the initiatives.
- Sourcing alternative products that were not packaged as much.
- Paper bank tonnages from existing participating 49 schools.
- Funding levels and external funding opportunities.
- Effectiveness of school councils to promote recycling initiatives.
- Reluctance of some schools to site a paper bank.
- Database of existing 49 schools utilising paper banks and tonnages collected.

- Need for school governors to raise the profile of recycling initiatives in schools.

Resolved:- (1) That Hugh Long be thanked for his informative and interesting presentation.

(2) That feedback be sought on the Modbury Project one year on and it also be provided to the Youth Cabinet.

(3) That joint meetings between this Committee and the Youth Cabinet continue to be scheduled.

(4) That Hugh Long provide the database of schools utilising paper banks, including tonnages collected, to:-

- (a) The Youth Cabinet.
- (b) Members on school governing bodies, through Cath Saltis, to facilitate efforts to raise the profile of recycling awareness at such meetings.

(5) That Elected Members on school governing bodies raise the issue of school councils and their effectiveness at their respective governing body meetings.

(6) That Joyce Thacker arrange for recycling issues to be discussed at future meetings of the Chairs and Vice-Chairs of school governing bodies.

(7) That Youth Cabinet members be invited to attend relevant steering group meetings to raise recycling issues.

(8) That support, as necessary, be made available to the Youth Cabinet should they decide to write to the three local M.P.'s urging the Government to bring pressure to bear on manufacturers to reduce the levels of packaging of goods.

118. WASTE AND SCHOOLS

The Committee noted the submitted report relating to the above which provided an overview of the work that had been undertaken specifically within Rotherham schools over the last few years to highlight the need for sustainable waste management and the current issues around delivering sustained education initiatives.

Charlotte welcomed David Wilde, Local Agenda 21 Community Worker, who gave a brief presentation expanding on the waste issues in schools.

The presentation covered:-

- Introduction to GreenCheck/EMAS.
- How does it work?

- What happens in school?
- Auditing process.
- What do we offer schools?
- Themes or 'doorways'.
- The value of GreenCheck as an educational tool.
- More information.

David was thanked for his presentation, but unfortunately there was insufficient time for discussion and questions.

Charlotte thanked everyone for their attendance and participation and closed the meeting.

PERFORMANCE AND SCRUTINY OVERVIEW COMMITTEE
Friday, 21st November, 2008

Present:- Councillor Whelbourn (in the Chair); The Mayor (Councillor G. A. Russell); Councillors Austen, Burton, Gilding, Jack, McNeely, P. A. Russell and Swift.

Apologies for absence were received from Councillors Boyes and J. Hamilton.

119. DECLARATIONS OF INTEREST

There were no Declarations of Interest made at this meeting.

120. QUESTIONS FROM MEMBERS OF THE PUBLIC AND THE PRESS

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

121. UPDATE ON PLAIN ENGLISH

Tracy Holmes, Head of Corporate Communications and Marketing, gave a short presentation on the use of Plain English in the Council.

The presentation drew specific attention to:-

- The Task that had been identified
- The current position.
- The Plain English Campaign and associated costs
- Support already available for Members and Staff.
- Work that could take place within existing resources to raise the profile of the issue
- The need to change behaviour, and the work that may require additional resources

A discussion and a question and answer session ensued and the following issues were raised and clarified:-

- Education of managers and report authors to use plain English.
- Improvement in the use of the English language and appropriate electronic communication.
- Guidelines for the audience being targeted and use of appropriate language.
- Proof reading reports and letters before they are distributed.
- Use of abbreviations and the formulation of a glossary of terms.
- Raising the profile of the use of plain English.
- Training programme for staff.
- Government initiative "Skills for Life".

Resolved:- (1) That Tracy Holmes be thanked for her informative presentation.

(2) That the use of plain English be referred to the Members' Training

and Development Panel for consideration.

122. MEASURING AND REPORTING EFFICIENCY AND VALUE FOR MONEY GAINS

Rob Houghton, Principal Officer - Review and Inspection, introduced the submitted report which set out details of the efficiency savings achieved in the 2007/08 financial year that were reported in the Annual Efficiency Statement (AES) Backward Look Return to the DCLG in August this year. As well as details of the efficiency gains achieved in the last financial year the report set out the Council's efficiency performance under the Gershon regime for the period covered by the 2004 Comprehensive Spending Review. The requirements of the new efficiency regime based on NI 179 were outlined as were the continuing arrangements for monitoring efficiency gains and details of the mid year return (the first under the new system) being considered.

The report set out in detail:-

- 2007/08 Annual Efficiency Statement (AES) Backward Look.
- National Indicator 179 (NI 179) - Value for Money.
- Performance in 2008/09 onwards.

The delivery of ongoing efficiency savings was essential to achieving the Council's financial plans as ongoing cashable savings have been integrated within revenue budgets and the identification and delivery of further cashable gains comprised part of the Council's strategy for delivery of its revenue budget in 2009/10 and beyond.

Failure to meet targets in respect of NI 179 could have an adverse impact on the Council's performance as assessed by external regulators.

A full explanation of the Gershon savings, as well as those that were cashable and non-cashable, the definition of National Indicator 179 and its proposed 2008/09 forecast was provided.

A discussion and a question and answer session ensued and the following were raised and subsequently clarified:-

- Predicted savings and their relationship with service overspends.
- The monitoring of efficiency gains and the descriptions in Appendix A.
- Process driven savings.
- Performance identified in Adult Social Services.
- Drive to achieve savings, i.e. G.I.P.S.
- Delivery of efficiencies through Base Budget Reviews.
- Clarity of the Comprehensive Spending Reviews.
- Use of abbreviations.

Resolved:- (1) That the efficiency savings achieved in 2007/08 reported in the Annual Efficiency Statement backward look return be noted.

(2) That the total efficiency savings recorded in the period covered by the 2004 Comprehensive Spending Review be noted.

(3) That the definition of the new national indicator 179 value for money be noted.

(4) That the continuation of the Council's existing framework for monitoring delivery of efficiencies be noted.

(5) That the mid year return submitted to the DCLG this month be noted.

123. LOCAL HOUSING ALLOWANCE - SAFEGUARDS POLICY

Consideration was given to a report presented by Ian West, Revenues and Benefits Client Manager, which detailed the Local Housing Allowance (LHA) which was introduced nationally from 7th April, 2008 as part of Central Government's programme of reform for Housing Benefit. One of the key strands of the LHA scheme, which would eventually affect all tenants who lived in privately rented accommodation, was that payments should be made directly to claimants rather than their landlords as was most often the case previously. In order to protect those claimants who would otherwise have to receive Housing Benefit payments themselves, but may be unable to manage their own affairs, Councils were strongly advised by the Department for Work and Pensions (DWP) to develop a 'Safeguards Policy' which could be utilised to prevent vulnerable customers from getting into financial difficulty.

The report set out the number of LHA claims active in Rotherham and the number of applications for payment direct to landlord received under the 'Safeguarding Policy' at the end of October, 2008.

There was no definitive data available on any possible impact of LHA on the number of evictions taking place in Rotherham, but anecdotal evidence from the Housing Choices Service in Neighbourhoods and Adult Services suggested that some customers have been confused by the receipt of payments direct to themselves and in some instances have failed to pay the rent to the landlord. A review of some of the cases highlighted was to be undertaken to ensure that everything possible was being done to avoid such problems occurring, particularly given more use was being made of private sector providers in meeting the housing needs of homeless customers.

A discussion and a question and answer session ensued and the following issues were raised and subsequently clarified:-

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- General circulation of the Local Housing Allowance Safeguards Policy.
- Confusions over the allowance and whether it supported claims for Council Tax.
- What difference had the Safeguards Policy made in terms of evictions and those in arrears.
- Impact on arrear accrual through payments direct to claimants.
- Impact on homelessness figures.
- Roll out of LHA to Housing Association and Council Tenancies.
- Areas of Rotherham covered by LHA Rates for Sheffield.
- The method of assessing benefits in respect of a Council property.

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

(2) That this report be submitted to the next meeting of the Sustainable Communities Scrutiny Panel for their consideration.

(3) That the Local Housing Allowance Briefing for Councillors be re-issued to all Members.

124. YOUTH SERVICE SCRUTINY REVIEW - FEEDBACK FROM CABINET

Cath Saltis, Head of Scrutiny and Member Support, gave an update on the Youth Service Scrutiny Review, which was presented to Cabinet on the 12th November, 2008.

The Officer response to the recommendations was approved with a suggestion that the level of service be maintained to both targeted and more general youth service with a 70:30 split.

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

(2) That the response of Cabinet be forwarded to the Children and Young People's Scrutiny Panel for information.

125. RBT QUARTER 2 PERFORMANCE UPDATE

Mark Gannon, Transformation and Strategic Partnerships Manager, presented the submitted report summarising the performance of RBT against contractual measures and key service delivery issues for the second quarter of the current financial year across the areas of Customer Access, Human Resources and Payroll, ICT, Procurement and Revenues and Benefits.

Work had continued during Quarter 2 to implement the new suite of measures, however, new reporting mechanisms have required development and implementation and in some cases changes to ways of working. The majority of measures were now being reported, but work was ongoing on the remainder. Full details of performance against operational measures for all workstreams were set out in detail as part of

the report.

A discussion and a question and answer session ensued and the following issues were raised and subsequently clarified:-

- Expansion of the "Tell Us Once" Scheme.
- Accreditation of the Customer Service Excellent Standard.
- Anti-virus software failure and the increase in receipt of inappropriate e-mails.
- The prevention of sending and receiving of photographs.
- Training of staff and the recruitment of agency staff.
- Reasons for not reporting on specific performance measures.
- Performance on the payment of invoices.
- Teething problems for the opening of the Maltby Service Centre.

Resolved:- That RBT's performance against contractual measures and key service delivery issues for July, August and September 2008 be noted.

126. MINUTES

Resolved:- That the minutes of the meeting held on 7th November, 2008 be approved as a correct record for signature by the Chairman.

With regard to Minute No. 109 (2), clarification was requested on when to invite Cabinet Members and Strategic Directors when Directorates fell below expected standards for the former BVPI 8.

With regards to the 11 Million Takeover Day, the Chairman reported that the activities and meeting were well received and the whole experience very rewarding.

Discussion ensued on the ways in which the Youth Cabinet (Minute No. 117(8)) could become involved in the democratic process and the support they required to input into meetings, with attention drawn to the Children and Young People's Scrutiny Panel standing agenda item.

127. WORK IN PROGRESS

Members of the Committee reported as follows:-

- (a) Councillor Austen reported on the possibility of a further Scrutiny Review looking at debt recovery, along with having a participatory budgeting item on the January agenda.
- (b) Councillor Swift reported on the sport development in schools and a report would be coming forward shortly.
- (c) Councillor Jack indicated the possibility of some work taking place on

supporting people on incapacity benefit in getting back to work and supporting the independence of people living at home.

Whilst it was noted that the Alliance for Regional Aid had incapacity benefit on their agenda, further information would also be sought from Doncaster on their scrutiny review process taking place over two to three days.

Members of the Committee were also reminded that it was Domestic Violence Awareness Week commencing 24th November, 2008, and there would be bag packing at Morrisons and information outside the market area.

- (d) Cath Saltis, Head of Scrutiny and Member Support, reported on the twelve month secondment of Sioned-Mair Richards. Agreement had been reached that Sioned would not be replaced, but that two junior officers would support the Scrutiny Team in their roles.

With regards to Member Training, this role would remain the responsibility of Cath Saltis.

With regards to the Sustainable Communities Scrutiny Panel, the lead officer would be Caroline Webb.

128. CALL-IN ISSUES

There were no formal call-in requests.

129. EXCLUSION OF THE PRESS AND PUBLIC

Resolved:- That, under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Paragraph 3 of Part I of Schedule 12A to the Local Government Act 1972 (information relates to finance and business affairs).

130. RBT QUARTER 2 PERFORMANCE UPDATE ADDITIONAL

Mark Gannon, Transformation and Strategic Partnerships Manager, presented the submitted report summarising RBT's performance in respect of Procurement Savings achieved and in respect of the Revenues and Benefits Service and was taken in conjunction with Minute No. 125 above.

Particular reference was made to:-

- Savings Performance
- Addressable Spend Tracking.

- Council Tax and Debt Recovery.
- NNDR.
- Other Service Measures.

A discussion and a question and answer session ensued and the following issues were raised and subsequently clarified:-

- 2010's internal payment.
- Payment of business rates by direct debit.
- Debt recovery and the assertiveness of the debt collectors.
- Debt recovery arrangements.
- Reporting of specific incidents.

Resolved:- That RBT's performance against contractual measures and key service delivery issues for July, August and September 2008 be noted.

**RECYCLING GROUP
TUESDAY, 4TH NOVEMBER, 2008**

Present:- Councillor R. S. Russell (in the Chair); Councillors Ali, Falvey, Nightingale and Wyatt.

Apologies for absence:- Apologies were received from Atkin and Walker.

26. MINUTES OF PREVIOUS MEETING HELD ON 29TH APRIL, 2008

The minutes of the meeting held on 26th February 2008 were agreed as a correct record.

Arising from Minute No. 22 (Plastic Bag Free Rotherham), it was noted that the initiative was now focussed on "think plastic bag and plastic bag reduction" than the position had been in April. A report was to be submitted to PSOC shortly on various measures that had been taken.

27. INTERIM WASTE TREATMENT AND DISPOSAL CONTRACT

Hugh Long, Partnerships and Development Co-ordinator, reported on the current situation with regard to the interim waste treatment and disposal contract which had been awarded to Sterecycle and Veolia Environmental Services. Operations had commenced on 25th August, 2008.

There had been a number of operational meetings with both partners which had allowed a smooth transition from the former partner to the new contract arrangements.

Agreed:- That the report be noted.

28. HWRC CONTRACT

Hugh Long, Partnerships and Development Co-ordinator, reported that the Household Waste Recycling Centre contract had been awarded to Waste Recycling Group and had commenced on 29th October, 2008.

The contract would be operated by WRG to develop a more customer focused approach to recycling.

Agreed:- That the report be noted.

29. GREEN WASTE CONTRACT

Hugh Long, Partnerships and Development Co-ordinator, reported that tenders for the Green Waste Contract were currently being evaluated.

Temporary arrangements had been put into place to process green waste in the mean time.

Agreed:- That the report be noted.

30. WASTE COLLECTION IN PFI SCHOOLS

The Chairman welcomed Kim Phillips, Facilities Manager, EDS, who had been invited to the meeting to discuss paper recycling in schools, particularly PFI schools.

It was agreed that the way forward was for a meeting to be held to discuss the matter further including the Cabinet Member for Streetpride and the Waste Strategy Manager.

31. RE-FOCUS OF THE GROUP

Discussion ensued on the focus of the Group. It was felt that it should be broadened out to consider:-

- waste minimisation
- recycling/education of recycling in schools
- PFIs
- the internal performance of the Council's own buildings
- work with businesses
- regional dialogue on renewable energy

Agreed:- (1) That a report be submitted to the next meeting on the future of the Group.

(2) That the Cabinet Member for Children and Young People's Services be invited to future meetings.

32. DATE AND TIME OF NEXT MEETING

Agreed:- That a further meeting be held on 6th January, 2009 at 10.00 a.m.