

SUSTAINABLE COMMUNITIES SCRUTINY PANEL

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

Date: Thursday, 16 April 2009

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. Scrutiny Review - Voids Turnround (Pages 1 - 3)

FOR INFORMATION

8. Cabinet Member for Neighbourhoods (Pages 4 - 22)
- minutes of meetings held on 2nd and 30th March, 2009

MINUTES FOR INFORMATION

9. Sustainable Communities Scrutiny Panel (Pages 23 - 31)
- minutes of meeting held on 12th March, 2009
10. Performance and Scrutiny Overview Committee (Pages 32 - 46)
- minutes of meeting held on 27th February and 13th March, 2009

11. New Arrivals Working Party (Pages 47 - 48)
- minutes of meeting held on 4th March, 2009

12. Members Sustainable Development Advisory Group (Pages 49 - 52)
- minutes of meeting held on 6th March, 2009

**Date of Next Meeting:-
Thursday, 28 May 2009**

Membership:-

Chairman – Councillor McNeely

Vice-Chairman – Councillor P. A. Russell

Councillors:-Atkin, Blair, Cutts, Falvey, Gamble, Goulty, 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)

ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS
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1.	Meeting:	Sustainable Communities Scrutiny Panel
2.	Date:	16th April 2009
3.	Title:	Scrutiny Review into Void Turnaround Times
4.	Programme Area:	Chief Executive

5. Summary

It was agreed at the meeting of this Panel on 19th February 2009 that a scrutiny review would be carried out to examine the reasons behind the delays in reletting empty properties in Rotherham and consider how performance can be improved against Local Performance Indicator 212 – average relet times.

It was agreed that the Scrutiny Panel meeting on 16th April would be used to gather evidence from key witnesses and form recommendations for improving the voids process.

In preparation for this meeting a small steering group was set up which has met on two occasions and informal discussions have taken place with some of the people involved in voids in order to gain an understanding of the key issues and highlight areas for further discussion.

6. Recommendations

Members are asked to:

- Note the information and participate in the Review into Void Turnaround times.

7. Proposals and Details

The panel has received performance reports on a quarterly basis. Over the previous 18 months, each has identified the area of void turnaround or empty property re-lets as an area of concern. Whilst there is some improvement to the current figure of 41 days, further measures are clearly needed to reach the target of 23 days.

It was agreed at the Scrutiny Panel meeting on 19th February that a small working group would be formed to steer the review. The group was composed of the following panel members:

- Cllr Rose McNeely (Chair)
- Cllr Jeb Nightingale
- Cllr Fred Wright
- Cllr Paul Lakin
- Cllr Alex Armitage – Parish Councils representative
- Andy Roddison – tenants' representative

The working group agreed the following terms of reference to define the scope of the review:-

- (a) To gain an understanding of the key issues affecting voids turnaround times including a clarification of how voids are classified;
- (b) To review the effectiveness and impact of procedures and actions which have already been put in place to improve performance;
- (c) To consider the financial impact of long term empty properties in the borough;
- (d) To consider good practice within the borough and from other local authorities in relation to void turnarounds;
- (e) To consider what further measures could be taken to reduce void turnaround times.

The scrutiny panel meeting on 16th April will be used to gather information and evidence about the system that is in place for managing empty properties. 2010 Rotherham Ltd will outline the key issues in the void turnaround process as they see them and other key officers involved in voids have been invited to the panel meeting in order to answer Members' questions and provide further information as required.

The witnesses that have been invited are:

1. Cabinet Member for Neighbourhoods
2. Strategic Director for Neighbourhoods
3. Chief Executive 2010 Rotherham Ltd
4. Voids Manager, 2010 Rotherham Ltd
5. Key Choices (Property Shop) staff
6. Neighbourhood Initiatives Manager, RMBC
7. Assessment Team Leader, RMBC (*regarding allocation of medical priority housing*)

8. Programme Manager, Neighbourhood Development, RMBC (*regarding investment in long-term voids*)

Members expressed several concerns about void properties in terms of the resulting loss of rental income for the Council, the negative appearance of empty houses in a community, the risk of vandalism and the long waiting list for council houses whilst there are properties standing empty.

8. Finance

The cost attached to the review will be met through existing resources.

The financial implications of any recommendations emerging from the review will require further exploration by the Corporate Management Team and Rotherham 2010 Ltd on the cost, risks and benefits of their implementation.

9. Risks and Uncertainties

Voids turnaround has been identified as a key concern for members. Whilst performance is improving, it falls below expected levels. With high demand for housing, it is important that properties are re-let on a timely basis to maximise both revenue and housing options for tenants.

Failure to address this issue will have a significant impact on the Housing Revenue Account. It may also damage public perception of Rotherham 2010 Ltd and the Council.

10. Policy and Performance Agenda Implications

The Comprehensive Area Assessment (CAA) will assess how well housing need is being met. Failure to improve empty property re-let times may negatively affect the future performance rating for the Authority as a whole.

11. Background Papers and Consultation

- Minute 105, 12 March 2009, Sustainable Communities Scrutiny Panel
- Minute 94, 19 February 2009, Sustainable Communities Scrutiny Panel
- Minute 7, 12 June, 2008, Sustainable Communities Scrutiny Panel
- 20 September 2007, Neighbourhoods 1st Quarter Performance Report 2007/08
- 13 December 2007, Neighbourhoods 2nd Quarter Performance Report 2007/08
- 24th April, 2008 Neighbourhoods 3rd Quarter Performance Report 2007/08
- 15 December 2008, Neighbourhoods 2nd Quarter (April to September) Performance Report, 2007/08

Contact Name :

Cath Saltis, Head of Scrutiny Services, x2779

Emily Knowles, Scrutiny Officer, x2778

CABINET MEMBER FOR NEIGHBOURHOODS
Monday, 2nd March, 2009

Present:- Councillor Akhtar (in the Chair); Councillors Kaye (Policy Advisor).

An apology for absence was received from Councillor Sims.

156. NEIGHBOURHOODS 3RD QUARTER (APRIL TO DECEMBER) PERFORMANCE REPORT, 2008/09

Robin Walker, Performance Management Officer, presented the submitted report which outlined the Key Performance Indicator results and efficiency projections for the third quarter of 2008/09.

At the end of the quarter, 13 (72%) Key Performance Indicators were currently on track to achieve their year end targets. This was a deterioration from 90% last year. The 5 Indicators currently not on target were:-

2010 Rotherham Ltd.

- BV212 Empty property relet times
- NM72 Urgent repairs completed in time
- BV211a Programmed/Responsive repairs

Neighbourhoods

- NI156 Number of households in temporary accommodation
- NI160 Overall satisfaction with the landlord service

The Council's financial management system was identifying rent lost as a result of voids of £948,000. Based on current performance, the Housing Revenue Account was forecasting a loss of income of £1.26M compared to £1.1M at the end of the last quarter.

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

- 100 void properties were now going through the Decent Homes Programmes reducing the total to 300
- Contributory factors to the deterioration in the letting of voids included improvements in quality and customer care
- 2010's Performance Committee monitored void performance
- A voids performance recovery plan was in place with performance having consecutively improved since

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

(2) That 2010 Rotherham submit to the next meeting a report on the remedial action taken on the Indicators that had deteriorated.

157. HOUSING INVESTMENT PROGRAMME (HIP) 2008/09 – PROGRESS

TO 15TH JANUARY 2009

Nisar Ahmed, Interim Finance Manager, Neighbourhoods, submitted a report setting out details of the progress on the 2008/09 Housing Investment Programme (HIP) for the period to 15th January 2009, which totalled £56.422m (71.40%) of the approved Programme.

The Programme was divided into 2 sections, those schemes managed by 2010 Rotherham Ltd. (£66.863M) and those managed by the Council (£12.156M).

2010 Ltd Managed Schemes

To date, 2010 managed schemes had incurred expenditure of £51.413m (76.89%).

They had indicated there was a potential risk of an additional £216k expenditure on the windows budget due to an increase in the number of windows that needed to be fitted. They would seek to minimise the potential financial risk and manage spending within the overall programme to offset any impact.

Flood costs had been finalised at £0.149m and was contained within the overall budget managed by 2010 Ltd.

RMBC Managed Schemes

To date, £5.009m (41.21%) of the Programme had been spent.

Several of the larger schemes had had little or no expenditure as yet, but most were projecting to be on target by the end of the year.

To support the Approved Programme, resources totally £79.011M were originally identified. Receipts from Right to buy contributed to the total with a total of 22 sales to the end of October, 2008. There was a risk that if there were no more Right to Buy sales, there could be a £0.906M shortfall in resources.

Discussion ensued on the ringfenced Capital Receipts from sale of HRA land. It was noted that £1.4M had already been used for the non-traditional properties at Chesterhill Avenue with still a considerable number of such properties throughout the Borough.

Work was required on how the current Programmes could be contained within the current budget with 2010 having to carry out a similar exercise and prioritise their Capital spend.

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

(2) That the Director of Housing and Neighbourhoods instruct 2010

Rotherham Ltd. to reprioritise their spending in the Housing Investment Programme to bring the budget in line.

(3) That proposals to bring spending in line with the budget available be submitted to a future meeting.

158. SHELTERED HOUSING NEIGHBOURHOOD CENTRES REVIEW UPDATE

Further to Minute No. 84 of 29th September, 2008, the Director of Independent Living reported on the outcomes of the consultation that had taken place.

Consultation had taken place on proposals to discontinue the provision of guest bedrooms, increase the cost of using the laundry and to introduce a protocol for charges and use of the centres by tenants, residents and other stakeholders.

Consultation had commenced in November 2008 and was delivered by the Neighbourhood Centre Manager. A letter explaining what the consultation process would involve was sent to every tenant in sheltered accommodation with on-site communal facilities together with 49 consultation meetings held in Neighbourhood Centres to offer tenants the opportunity to express their opinions. The response to the questionnaire was positive with 746 questionnaires returned. Overall attendance at the meetings was good, enabling lively discussions around the future use of the Neighbourhood Centres.

Overall, the response to the proposed changes was extremely encouraging. The vast majority of respondents agreed to the following proposals:

- the centres being hired to other groups at times where there is no regular tenant activity.
- allowing the centre activities to involve the wider community with sensitivity to be taken into account in relation to activities such as grandchildren's parties and activities involving young people.
- non residents should be allowed to join in the regular activities as many tenants felt that activities would cease without their involvement.

However, concerns raised included:-

- Increased use of the centres may lead to more noise, parking problems and security issues
- Charging non-residents for the use of the centres, either by a regular weekly charge, or on a "pay as you go" basis
- Mixed response to the conversion of guest bedroom. Some felt it

- was an important part of their Tenancy Agreement and, if a tenant was ill, family could stay. However, usage did not reflect this
- Although 51% were in favour of an increase in laundry charges, some felt that the proposed rise from 10p to £1 was too large in 1 step.

Based on the above, it was proposed that:

- The protocol in Appendix 1 be introduced from 6th April 2009. The Neighbourhood Centre Manager should work with the Wardens on every single scheme and establish where the pay-as-you-go approach should be introduced, and how the income collected would be safely deposited and accounted for. This included identifying those non-residents who would be willing to pay the weekly charge for full use of the buildings and making appropriate payment arrangements.
- That laundry charges be increased from 6th April 2009 from 10p per wash and 10p per dry to 50p, and from April 2010, this should be increased to £1 per was and £1 per dry.
- That any decision about the longer term use of the guest bedrooms be deferred until the broader review had taken place.

It was also proposed that all tenants were contacted and given feedback from the consultation and details of what had been agreed. This should take place immediately to enable 1 month's notice of the proposed changes taking effect.

In relation to the broader review of the centres, Appendix 2 provided a summary of the work being undertaken by the Neighbourhood Investment Team. It was proposed that consultation commence with Elected Members during March and April to discuss and review the information currently held about the centres and to determine options for their future use. This would also include further consultation with tenants, before the first set of recommendations were presented to the Cabinet Member in June, with final recommendation due in September 2009.

Resolved:- (1) That the outcomes of the consultation process be noted.

(2) That the protocol set out in Appendix 1 of the report submitted in relation to the charges for the centres be approved and take effect as from 6th April, 2009.

(3) That any final decision on the use of the guest bedrooms be deferred until the broader review had taken place and the progress being made on this by the Neighbourhood Investment Team be noted.

(4) That the laundry charges, as set out above, be approved.

159. FUTURE DEMAND & BUDGET PRESSURES FOR ADAPTATIONS

Further to Minute No. 92 of 13th October, 2008, the Director of Independent Living submitted a report giving an overview of the number of adaptations undertaken during 2007/08 and the current year to 31st January, 2009, an estimate of the likely costs over the next 3 years of adaptations and the implication on the budget together with an analysis of the significant changes in the number of adaptations undertaken recently.

For 2008/09, in line with Cabinet Minute No. 75 of 7th September, 2005, the Council had maintained an additional contribution to the Disabled Facilities Grant (the grant provided by CLG to all Councils to use to meet their statutory obligations to provide adaptations in private sector accommodation). The total available for private sector adaptations was £1,404,000, of which £832,000 was comprised of the DFG. The Housing Investment Programme also prioritised resources for public sector adaptations and the budget approved by the Cabinet Member for 2007/08 was £1.7M – higher than that anticipated in 2005. However, due to the reduce amounts of Capital Receipts from Council house sales within the year, the resources available for the public sector had not reached the anticipated budget.

Based on the 2007 Strategic Housing Market Assessment, there was an estimated 18,471 households in Rotherham with 1 or more members in an identified support needs group, higher than the national average. 22% had a long term limiting illness; the figure for children with a limiting long term illness was identified in the 2001 census as 5.02%, 16% above the national average.

A strategy to manage the increases in cases in 1008/09 had been implemented by the Adaptations Team to deal with increases in referrals. Based on the budget set at the start of the year, should all the backlog cases up to January, 2009, and the normal throughput of referrals (currently at a rate of 60 per months at an average cost of £4,000 per adaptation), be processed, the budget would be overspent. To ensure that the remaining funding available for adaptations for 2008/09 remained within budget, the Housing Access Manager had strengthened the internal process for agreeing work with each case heavily scrutinised before being considered for approval. As at 30th January, 2009, there were 282 cases outstanding that had not been processed as yet due to the potential financial impact on the available resources. The total backlog of cases would increase by the end of the financial year to 402 cases should referrals continue at the anticipated rate. The impacts of the increase on overspend were set out in the report submitted.

It was proposed that a bid be made to the Corporate Capital Programme to increase the amounts available from 2010/11. Assuming the Occupational Therapy backlog was reduced by April, 2009, and the demand for adaptations through the normal route did not exceed more than 20%, it was proposed that funding should be increased by 6% for

each year from 2010/11. This would mean increasing funding by 6% for the public sector from the available resources in the Housing Investment Programme. For the private sector it was proposed that the Council's contribution be increased by 6% more than the previously required 40% top up.

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

(2) That a bid be submitted to the Corporate Capital Programme to meet the costs associated with the anticipated demand for adaptations in future years as detailed in the report submitted.

(3) That the report be referred for information to the Cabinet Member for Regeneration and Development Services.

160. DE-POOLING SERVICE CHARGES

Richard Walker, Assistant Director Neighbourhoods, 2010 Rotherham Ltd., presented a report containing a number of options for consideration on the de-pooling of service charges.

During the recent inspection of 2010, the Audit Commission had highlighted that some of the specialist services could potentially be de-pooled to make the charging structure equitable and fair for all tenants. De-pooling in this context related to a situation whereby the tenant would only pay for the services that they received.

The Inspectors highlighted that the costs of cleaning communal areas and those associated with the provision of an estate caretaker were currently pooled.

Discussion ensued on the report. It was felt that value for money would not be achieved by such actions.

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

(2) That it be noted that de-pooling of the caretaking service was not felt to be value for money due to relatively few of the services being applicable.

(3) That the de-pooling of the communal cleaning service be considered alongside the review already underway with regard to leaseholder charges.

161. AREA PLAN PRIORITIES 2009/2010

The Director of Housing and Neighbourhoods submitted a report detailing the consultation process undertaken to develop the 2009/2010 Area Plans and identified key local issues, including details of consultation activities, number of residents consulted and activities undertaken to ensure

inclusion of hard to reach groups involving 3,200 people.

The consultation process to identify the priorities of local citizens in each area was spread over a 3 month period from October to December, 2008. The Area Assemblies utilised an on-line survey format to enable consistency across all areas and the ability to compare responses and priorities. The survey was completed either electronically on-line, during face-to-face targeted consultations or at other local community or focus groups within the volunteer/community sector and partners, street surgeries and walkabouts, visioning events and young people's conferences.

The Neighbourhood Partnership Team had developed a consultation plan and, then within that plan, each Area Assembly Team was asked to develop their own localised plan for their consultation ensuring that it included all the relevant groups, ages, gender and ethnicity etc. Questions were identified which could be clearly to the themes within the Sustainable Communities Strategy across all areas which would reflect previously identified priorities a 'reality check' approach to what was identified in last year's plans.

The top 10 priorities were identified for each Area Assembly. Whilst the numbers of consultation samples was inconsistent, the results could be seen to be reflective of the community as they reflected the outcomes of other consultations undertaken by partners in the statutory and voluntary/community sector. The top 3 priorities were anti-social behaviour, fear of crime and street scene issues (clean streets/roads and pavements).

Area Plan priorities will be included in Service planning across Directorates via the Council's Service Planning checklist. The priorities would also be linked into the Proud Board where dissemination across Rotherham's Theme Boards would be agreed. The priorities would be presented to Co-ordinating Groups throughout January and area plan actions developed. They would inform projects submitted under the Area Assemblies Devolved Budgeting Process to be implemented from April, 2009.

Resolved:- That the report and progress made be noted.

162. 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.

163. CANKLOW REGENERATION PROGRAMME – NEXT STEPS

The Director of Housing and Neighbourhoods submitted an update on the regeneration programme delivered to date in Canklow together with 3 options for regeneration activity.

The 3 options were as follows:-

- Investment and improvement management
- Partial demolition and redevelopment
- Phased demolition and redevelopment

The Canklow community and key stakeholders had been engaged in comprehensive consultation. A Project Management Group had been established consisting of Ward Members, residents and key stakeholders and given the remit of developing the briefs, appointing the consultants for the surveys, supporting and overseeing the management of the surveys, development of options and consultation and involvement of the community. The Group had also managed the consultation process with the tenants, landlords, owner occupiers and local businesses.

Resolved:- (1) That option 3 be approved.

(2) That a process of acquisitions and demolition of properties identified in Phase 1 be approved and, subject to securing further funding, acquire and demolish properties in Phase 2.

(3) That the payment of Homeless and Disturbance payments to affected households be approved.

(4) That a progress report be submitted in 6 months.

(5) That the excellent manner in which officers had consulted with the community, local businesses and the 3 Ward Members be used as a template for future consultation.

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

164. REHOUSING OF RESIDENTS AT CLIFFE BANK, SWINTON

Further to Minute No. B77 of 7th September, 2005, the Director of Housing and Neighbourhoods submitted a report requesting approval for the re-housing of the remaining residents at Cliffe Bank, Swinton, as a matter of special priority.

The relocation of residents from the decommissioned Cliffe Bank sheltered housing scheme was now well advanced and phased demolition would commence on site shortly. Very few residents now remained and, for a number of reasons, it was important that they be re-housed as swiftly as possible. Available alternative accommodation was at a premium and access to available accommodation was it arose was key to satisfying

identified re-housing needs and aspirations and the successful completion of the redevelopment programme.

Resolved:- (1) That resident A be granted sheltered housing requirement status.

(2) That re-housing be approved for all 4 remaining residents on the basis of special priority.

(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, 30th March, 2009

Present:- Councillor Akhtar (in the Chair) and Councillor Kaye (Policy Advisor).

Councillors Cutts and Turner were in attendance for Minute Nos. 173-175.

An apology for absence was submitted by Councillor Sims.

173. DEVOLVED BUDGETS FOR AREA ASSEMBLIES - PROGRESS REPORT

Jan Leyland, Neighbourhood Partnership Manager, submitted an update on the process for the redevelopment of project proposals to be funded through either LAGBI or identified budgets within Neighbourhood and Adult Services. Such proposals would enable the delivery of local initiatives which met community priorities as identified in the Area Plans of the Area Assemblies.

Appendix 1 of the report submitted contained detailed proposals of projects to be funded within the 2008/09 financial year from the Rotherham South and Wentworth South Co-ordinating Groups.

Resolved:- (1) That the projects to be funded from identified Neighbourhood and Adult Services' budgets be approved.

(2) That the LAGBI project proposals be submitted to the Cabinet for ratification.

174. ENERGY EFFICIENCY IN HOMES

In accordance with Minute No. 98 of 1st October, 2007, an update report was submitted on energy and affordable warmth matters.

The Government had announced 11 new measures to increase energy efficiency in homes and to combat fuel poverty via increased investments in Energy Efficiency Programmes. They were:-

Measure 1 Duty on energy suppliers to promote reductions in carbon emissions for households

Measure 2 Under CERT, a minimum discount of 50% to be made off the price of cavity and loft insulation

Measure 3 £74M increase in funding for the Warm Front programme

Measure 4 Increase uptake of direct debit payment of energy bills

Measure 5 Ensure that eligible customers receive the social energy

tariff

- Measure 6 Eliminate 'over-charging' on pre-payment meters
- Measure 7 Increase in cold weather payments for the vulnerable
- Measure 8 Launch of £350M Community Energy Saving Programme
- Measure 9 Increase in winter fuel payments
- Measure 10 Free loft and cavity insulation for the over 70's
- Measure 11 Revoked (related to double glazing)

Details of each of the Measures were set out in the report submitted.

Through the Neighbourhood Energy Action Scheme, Rotherham, Doncaster and Barnsley Councils had secured external funding to support an exciting new initiative to tackle fuel poverty within their respective areas.

An area-based approach to target the most vulnerable Wards in Rotherham had been adopted to deliver a package of measures to address affordable warmth, health, comfort and safety.

Four Neighbourhood Energy Officers were providing a face-to-face 'One Stop Shop' service to address fuel poverty and energy efficiency.

It should be noted that the measures were short term and interim solutions to the growing problem of fuel poverty and rising fuel prices. The Council would continue to maximise opportunities to lever funding into the Borough's households in pursuance of the Government target to eliminate fuel poverty by 2016.

Discussion ensued on the report and those properties that had received energy efficiency measures through the Decent Homes Programme and via various grants. It was recognised that statistical information and thermographic imaging about the energy performance of housing was helping to target affordable warmth resources and this was being focused towards pre-1991 private rented stock. Work was taking place with 2010 Rotherham Ltd. through their newsletter that went to every household highlighting the grants that were available and signposting tenants as to how to get the best out of their homes.

Resolved:- (1) That the successful energy saving and affordable warmth measures implemented across the Borough be noted.

(2) That energy performance statistical information and analysis be submitted to a future meeting,

(3) That the fact that householders did not have to be in receipt of benefit to qualify for grants be the focus of further publicity.

175. UNDER AGE SALES PURCHASING PROCEDURES

The Interim Director of Housing and Neighbourhoods submitted a report setting out the current practices for under age sales test purchasing together with a proposed variance to the practice.

In April, 2006, the Local Authorities Co-ordinators of Regulatory Services (LACORS) issued a practical guide for those organisations involved in the conduct of test purchasing operations involving young people and the sale of age-restricted products. These guidelines were followed however, it was apparent that, during recent test purchasing exercises, on more than 1 different occasion, officers had been told by the retailer that they were aware they had just been tested as they knew that the child had told the truth during a test purchase operation. The retailers were not aware of the identity of the person they were speaking to.

There were no evidence that the retailers would have sold should the child have lied about their age, however, it provided worrying evidence that the procedure for test purchasing operations was generally known and, should a retailer be blatantly flouting the law, then they would use it to their advantage.

Resolved:- (1) That Council officers maintain compliance with the LACORS guidance with respect to test purchasing and review testing procedures to ensure the effective collection of evidence without compromising the integrity or safety of the testing team.

(2) That clarification be sought as to the legal status of the young person in relation to employment liabilities.

176. 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.

177. HOUSING AND SUPPORT SERVICES FOR OLDER PEOPLE

The Director of Independent Living submitted a report proposing to integrate the Council's sheltered housing warden role with that of the domiciliary care enabler role to create a broader preventative service available for any older person in Rotherham.

It was proposed that the Council's in-house sheltered warden within the Independent Living Services be integrated with the care enabling service

to provide 1 holistic service capable of dealing with a range of presenting needs, both social care and housing related.

It was noted that the report had been considered by the Cabinet Member for Adult Social Care and Health on 23rd March, 2009.

Resolved:- (1) That the proposal to integrate the sheltered housing warden role and that of the domiciliary care enabler role be supported to lead to one service being delivered.

(2) That a detailed project plan be worked up that included an analysis of all financial and workforce implications, a risk register and communication and change management plan.

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

178. ROTHERHAM INDEPENDENT DOMESTIC VIOLENCE ADVOCACY SERVICE

The Interim Director of Housing and Neighbourhood Services submitted a proposal to bring the Independent Domestic Violence Advocacy Service (IDVAS) under the management of the Council based within the Community Safety Unit of Safer Neighbourhoods.

Current funding and contract arrangements for the Service were ending on 31st March, 2009, and consequently the Safer Rotherham Partnership had requested a review of the Service both in terms of cost and service demand.

In reviewing the Service, including taking the view of the Government Office for Yorkshire and Humber on board, it was recommended that locating the IDVAS within the Community Safety Unit, with direct management by the Safer Rotherham Partnership's Domestic Violence Co-ordinator, would retain independence from other statutory services e.g. South Yorkshire Police. The move of the Service from the current contracted management body would require transfer of staff under TUPE arrangements.

Resolved:- (1) That, on confirmation of funding from the Safer Rotherham Partnership, the Independent Domestic Violence Advocacy Service be brought under the management of the Council's Safer Neighbourhoods, Community Safety Unit.

(2) That, in order to retain the current level of IDVA service provision during 2009/10, option 1 at Appendix A be the preferred option.

(3) That a letter be sent to the current contracted management organisation explaining the rationale for the decision.

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

179. BUILDING NEW COUNCIL HOMES

In accordance with Minute No. 98 of 27th October, 2008, the Neighbourhood Investment Manager submitted a report on possible ways of building Council houses on sites approved for affordable housing provision.

The report set out the capacity of the Council to initiate a direct build Council house building programme together with three financial scenarios for building new homes across identified sites and highlighting the key requirements necessary to support delivery.

Resolved:- (1) That the report and the key requirements necessary to enable a Council housing direct build programme be noted.

(2) That a further report be submitted to the Cabinet Member detailing the range of further options available to deliver new Council homes.

(3) That the report be referred to the Cabinet Member for Regeneration and Development Services for information.

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

180. MALTBY MASTERPLAN

The Neighbourhood Investment Manager submitted the Maltby Masterplan which included plans and an evidence base for change in Maltby. The suite of documents provided a comprehensive assessment of the challenges which were apparent in the settlement and proposals on how it could be come stronger and more sustainable over time.

The Masterplan identified the areas in Maltby which, if appropriate, interventions taking place would contribute to a stronger and more sustainable Maltby. The key areas were Admirals estate, Birk Holt, White City, The Model Village, High Street, Little London and Braithwell Road.

Consultation had taken place over an 18 month period with local Members, Service provider stakeholders, community organisations and individual customers. The masterplan recommendations were sensitive to the views expressed by the community during the consultation.

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

(2) That the principles expressed in the Masterplan be supported.

(3) That the setting up of a Member-led Area Development Framework

Steering Group to oversee and champion the masterplan's delivery be supported.

(4) That the seeking of funding to support the masterplan objectives from a range of external sources be approved.

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

181. MALTBY TARRANS ESTATE

In accordance with Minute No. 95 of 15th September, 2003, a report was submitted seeking approval for the re-housing of the remaining residents at Maltby Tarran Estate as a matter of special priority.

To date, 78 of the 86 households had been successfully re-housed to alternative accommodation with 9 awaiting re-housing. Appendix A of the report submitted demonstrated that a number of households were becoming isolated and there was a need to ensure the management of the re-housing and demolition process in a way which support the remaining households and maintained a safe and secure environment in the interim.

Of the remaining 9 residents, 5 were Council tenants and 4 were owner-occupiers. A number of one-to-one visits with all residents that had all been given a number of options for re-housing.

It was noted that the remaining residents had been awarded Priority Plus status as recognised by the new Housing Allocations Policy.

Resolved:- That the report be noted.

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

182. BRAITHWELL ROAD REDEVELOPMENT

The Neighbourhood Investment Manager submitted a request to engage the market, through a competitive process, to facilitate the redevelopment of the Braithwell Road site. Through the appointment of a private sector partner it was anticipated that a new development would deliver a mixed tenure settlement providing a mix of both affordable and aspirational housing in line with the Maltby Masterplan aspirations and Section 106 affordable housing requirements.

A development brief had been drafted and, subject to agreement with the Planning Service and Member approval, would be presented to the market in support of the process of market engagement and to reflect housing development aspirations for the area.

Consultation had taken place with Maltby Ward Councillors who supported the redevelopment of the estate and were keen to resolve relocation and management challenges associated with the decanting process.

Residents who remained on the estate had been engaged and the brief contained statements from the community reflecting what they felt were important within the redevelopment. Remaining residents were keen to influence the final design and development proposal.

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

(2) That market engagement to facilitate the disposal and redevelopment of the Braithwell Road site, having regard to the Braithwell Road Development Brief, be supported.

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

183. BRAMPTON BIERLOW MASTERPLAN

The Neighbourhood Investment Manager submitted the Brampton Bierlow Masterplan which provided a comprehensive assessment of the challenges which were apparent in the settlement and proposals of how the settlement could be made stronger. The plan was within the Wath Area Development Framework and benefited from Housing Market Renewal funding.

The Masterplan identified Brampton Bierlow as a village in need of change and intervention to bring about longer term settlement sustainability.

Local Members had been consulted and supported the vision. Consultation with the community had resulted in a mixed response.

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

(2) That the principles expressed in the Masterplan be supported.

(3) That the identification of funding from a range of external sources to achieve the masterplan's objectives be supported.

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

184. CHAPEL AVENUE/BECKNOLL ROAD AND ROTHER STREET, BRAMPTON BIERLOW - OPTIONS

The Neighbourhood Investment Manager submitted options for 225 homes at Brampton Bierlow which included 94 Council properties at

Becknoll Road, Rother Street and Chapel Avenue which were suspended from the Decent Homes Programme pending the completion of masterplan work by NIS and a recommendation to the Cabinet Member.

The properties suffered from very poor construction and a number of structural weaknesses. The report detailed the following four options:-

- Decent Homes work and minimal structural works to Council properties including new roofs, lintels and wall ties
- Decent Homes, full structural and thermal efficiency works to Council properties plus improved street scene and environmental works to the neighbourhood
- Decent Homes to council properties plus full structural and thermal efficiency works to all properties plus improved street scene and environmental works to the neighbourhood
- Full clearance and redevelopment of 225 properties.

Consultation had been carried out with the wider public at the time the consultants were undertaking the masterplanning work. The North ADF Steering Group had been regularly updated on the progress of the options as well as the local Ward Members and Parish Council.

Resolved:- (1) That option 1 be approved i.e. Decent Homes work and minimal structural works to Council properties including new roofs, lintels and wall ties.

(2) That the Neighbourhood Investment Service conduct a five yearly stock condition survey to ensure Health and Safety matters relating to the properties can be understood and any changes monitored.

(3) That the future of two structurally defective properties, Nos. 34/36 Becknoll Road, be excluded and subject to a separate report.

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

185. DINNINGTON MASTERPLAN

The Neighbourhood Investment Manager submitted the Dinnington Masterplan which included plans and an evidence base for change in Dinnington. The suite of documents provided a comprehensive assessment of the challenges which were apparent in the settlement and proposals on how it could be come stronger and more sustainable over time.

Consultants had been appointed in 2007 to deliver Masterplan options and a Masterplan building on the baseline survey. The baseline identified issues which the Masterplan needed to overcome under the themes of Housing, Environment, Integration and Demographic.

The Masterplan contained a vision for Dinnington which had gained the overwhelming support of local people through the consultation process. The key areas for intervention were Town Centre, East Street, Victoria and Scarsdale Area and Leicester Road Area.

Consultation had taken place over 12 months with local Members, Service provider stakeholders, community organisations, Town Council and individual customers.

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

(2) That the principles expressed in the Masterplan be supported.

(3) That the setting up of a Member-led Area Development Framework Steering Group to oversee and champion the masterplan's delivery be supported.

(4) That the seeking of funding to support the masterplan objectives from a range of external sources be approved.

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

186. NOS. 28-48 MONKSBRIDGE ROAD, LAUGHTON COMMON

The Neighbourhood Investment Manager submitted a report on the above properties including three options for consideration.

The Council and the owners of the properties had been unable to resolve the clearance of Nos. 28-48 Monksbridge Road since 1984. Due to Closure Orders on a number of the empty homes, the properties could neither be improved or demolished. Seven of the eleven properties are privately owned by residents who live in the two habitable properties in the terrace. Four of the eleven properties are owned by the Council.

The condition of the row of properties was very poor. Since 2006 renewed dialogue and exploration of a number of options had taken place with the owners. The owners had confirmed support for a specific voluntary agreement proposed set out as option 3 in the report.

The three options were:-

- Compulsory Purchase Order of seven private properties and the demolition of eleven, compensation and relocation of two households
- Compulsory Purchase Order of two private properties and the demolition of six properties
- Voluntary acquisition of seven privately owned properties and the demolition of eleven dwellings

The Neighbourhood Investment Service had provisionally secured Regional Housing Board funding to support Monksbridge Road acquisition, clearance and gateway improvements during 2009/10. The funding had to be formally approved by Government Office Yorkshire and Humber through Transform South Yorkshire.

Resolved:- (1) That option 3 be approved and that the Planning Board be requested to consider an outline planning application as soon as practical.

(2) That the reservation of Regional Housing Board funds in order to achieve option 3 during the period 2009/10 be supported.

(3) That, further to Minute No. 303 of May, 2007, a dual Compulsory Order and voluntary agreement approach be pursued to resolve matters relating to Nos. 28-48 Monksbridge Road.

(4) That appropriate timescales be built into any legal agreement.

(5) That the Cabinet Member be kept informed of progress and a report submitted prior to the Compulsory Purchase Order hearing to approve the scheme and reserve compensation.

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

187. INTRODUCTORY TENANCY REVIEW PANEL

It was noted that an Appeals Panel had been held on 16th March, 2009, comprising Councillors Goulty (in the Chair), McNeely and Nightingale, to review a decision to terminate an Introductory Tenancy.

The Panel had confirmed the decision made on 12th February, 2009.

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

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

SUSTAINABLE COMMUNITIES SCRUTINY PANEL
Thursday, 12th March, 2009

Present:- Councillor McNeely (in the Chair); Councillors Atkin, Blair, Cutts, Gamble, Lakin, Nightingale, P. A. Russell and F. Wright together with Alex Armitage (Parish Councils), Bernadette Bartholomew (Parish Councils), Derek Corkell (RotherFed) and Andrew Roddison (RotherFed)

Councillor Akhtar was in attendance at the invitation of the Chair.

Apologies for absence were received from Councillors Goulty, Havenhand and Walker and Jack Carr.

101. COMMUNICATIONS

The Chair reported that she had recently spoken to Councillor Walker who was making good progress.

102. DECLARATIONS OF INTEREST

There were no Declarations of Interest made at the meeting.

103. QUESTIONS FROM MEMBERS OF THE PUBLIC AND THE PRESS

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

104. ROTHERFED

Steve Ruffle, Development Manager, gave the following powerpoint presentation:-

What is Rother Fed?

- A non-profit making company supporting and representing tenants and residents associations (TARAs) in Rotherham

History

- Democratic structure
- Funding
- Staffing

Our Mission

- "Uniting and representing tenants in decisions about their homes and communities"

Our Values

- Increasing tenants and resident empowerment
- Independence
- Openness
- Social housing

- Including everyone

Develop Quality TARAs

- Managing your TARA
- Communications
- Financial Control
- Involving our community
- Equalities

Grants

- Start-Up grants for new groups
- Maintenance Grants for established groups
- Office Expenditure Grants
- Awards for silver and gold quality systems
- Financial support for examination of accounts

TARA Services

- Helping produce newsletters
- Free Criminal Record Bureau Checks
- Advice with funding applications
- Free public liability insurance
- Free stationery packs for all members
- Linking with other groups

Tenants Resource Centre

- Photocopying
- Computers
- Resources
- Meeting room

Training

- Delivering courses for tenants residents
- Networking events for TARAs
- Signposting to other training

National Strategy

- Right to Rent
- Moonlight Robbery
- National Conversation
- National Tenant Void

South Yorkshire Tenants and Residents Network

- Barnsley Federation
- RotherFed
- Doncaster Federation
- Tenants of Sheffield Homes

Local Consultation

- Council House Directions
- Sheltered Housing Community Areas
- Area Housing Panels

AGM and TARA Quality Awards

- Wednesday, 25th March, 2009, at 12.30 p.m. at Silverwood Miners Welfare

Discussion ensued on the presentation with the following issues highlighted:-

- o RotherFed's annual budget was approximately £150,000 - £130,000 from the Council and the remainder from income generated and grants
- o The national review of Housing Revenue Accounts would have no impact on RotherFed funding
- o A key action point was to attract involvement from young people
- o The Federation would support TARAs organising activities/events and provide training for those working with vulnerable people

Steve was thanked for his presentation.

105. NEIGHBOURHOODS 3RD QUARTER (APRIL TO DECEMBER) PERFORMANCE REPORT

Robin Walker, Performance Management Officer, presented the submitted report which outlined the Key Performance Indicator results and efficiency projections for the third quarter of 2008/09.

At the end of the quarter, 13 (72%) Key Performance Indicators were currently on track to achieve their year end targets. This was a deterioration from 90% last year. The 5 Indicators currently not on target were:-

2010 Rotherham Ltd.

- BV212 Empty property relet times
- NM72 Urgent repairs completed in time
- BV211a Programmed/Responsive repairs

Neighbourhoods

- NI156 Number of households in temporary accommodation
- NI160 Overall satisfaction with the landlord service

The Council's financial management system was identifying rent lost as a result of voids of £948,000. Based on current performance, the Housing Revenue Account was forecasting a loss of income of £1.26M compared to £1.1M at the end of the last quarter.

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

- Since the report had been considered by the Cabinet Member for Neighbourhoods on 2nd March, discussions had taken place with the Chief Executive of 2010 who was preparing a report on action proposed for the next 12 months for submission to the Voids Scrutiny Review Group
- The Responsive Repairs Indicator had improved from that of last year but was still room for improvement
- 2010 was to prepare a remedial action plan on all those Indicators off target
- 2010 had consolidated their resources into 1 centralised Voids Team with a Voids Manager
- The Status Survey contained 1 overall question on tenants' overall satisfaction with the service delivered by the landlord. However, within the survey, there were a number of questions relating to the Repairs and Maintenance Service, anti-social behaviour etc.
- A brief consultation was to take place commencing 23rd March on the recent statement made by Margaret Beckett, Housing Minister. A draft amended determination would then be issued

Resolved:- That the report be noted.

106. HOUSING INVESTMENT PROGRAMME (HIP) 2008/09

Michelle Musgrave, Director of Housing and Neighbourhoods, presented a report setting out details of the progress on the 2008/09 Housing Investment Programme (HIP) for the period to 15th January 2009, which totalled £56.422m (71.40%) of the approved Programme.

The Programme was divided into 2 sections, those schemes managed by 2010 Rotherham Ltd. (£66.863M) and those managed by the Council (£12.156M).

2010 Ltd Managed Schemes

To date, 2010 managed schemes had incurred expenditure of £51.413m (76.89%).

They had indicated there was a potential risk of an additional £216k expenditure on the windows budget due to an increase in the number of windows that needed to be fitted. They would seek to minimise the potential financial risk and manage spending within the overall programme to offset any impact.

Flood costs had been finalised at £0.149m and was contained within the overall budget managed by 2010 Ltd.

RMBC Managed Schemes

To date, £5.009m (41.21%) of the Programme had been spent.

Several of the larger schemes had had little or no expenditure as yet, but most were projecting to be on target by the end of the year.

To support the Approved Programme, resources totally £79.011M were originally identified. Receipts from Right to buy contributed to the total with a total of 22 sales to the end of October, 2008. There was a risk that if there were no more Right to Buy sales, there could be a £0.906M shortfall in resources.

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

- There would be a 2009/10 budget for the Garage Site Investment as all the repairs had not been achieved as yet
- There was a significant increase in the number of replacement windows required in the Decent Homes Programme. When developed, a limited number of properties had been surveyed, the cost estimates of which had been rolled out across all the stock. It was expected that the cost could be contained within the overall Decent Homes Programme and rolled into the next financial year
- The Council's spend on adaptations was being managed to avoid overspend
- Dinnington Transformational Change sat within the Housing Market Renewal 3 year programme so other properties would be brought forward that could achieve spend and Monksbridge Terrace moved to a future year within that 3 year period
- The Directorate was suggesting the use of the remaining ringfenced HRA land capital receipts to deal with non-traditional properties. A joint report was to be submitted to the Cabinet Members for Neighbourhoods and Regeneration and Development Services seeking approval

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

(2) That the Finance Manager be requested in future to include a "variation to spend", with reasons for the variation, to Appendix 1.

107. SHELTERED HOUSING NEIGHBOURHOOD CENTRES REVIEW UPDATE

Further to Minute No. 84 of 29th September, 2008, Janine Moorcroft, Older Person's Manager, presented the outcomes of the consultation that had taken place.

Consultation had taken place on proposals to discontinue the provision of guest bedrooms, increase the cost of using the laundry and to introduce a protocol for charges and use of the centres by tenants, residents and other stakeholders.

Consultation had commenced in November 2008 and was delivered by the Neighbourhood Centre Manager. A letter explaining what the

consultation process would involve was sent to every tenant in sheltered accommodation with on-site communal facilities together with 49 consultation meetings held in Neighbourhood Centres to offer tenants the opportunity to express their opinions. The response to the questionnaire was positive with 746 questionnaires returned. Overall attendance at the meetings was good, enabling lively discussions around the future use of the Neighbourhood Centres.

Overall, the response to the proposed changes was extremely encouraging. The vast majority of respondents agreed to the following proposals:

- the centres being hired to other groups at times where there is no regular tenant activity.
- allowing the centre activities to involve the wider community with sensitivity to be taken into account in relation to activities such as grandchildren's parties and activities involving young people.
- Non-residents should be allowed to join in the regular activities as many tenants felt that activities would cease without their involvement.

However, concerns raised included:-

- Increased use of the centres may lead to more noise, parking problems and security issues
- Charging non-residents for the use of the centres, either by a regular weekly charge, or on a "pay as you go" basis
- Mixed response to the conversion of guest bedroom. Some felt it was an important part of their Tenancy Agreement and, if a tenant was ill, family could stay. However, usage did not reflect this
- Although 51% were in favour of an increase in laundry charges, some felt that the proposed rise from 10p to £1 was too large in 1 step.

Based on the above, it was proposed that:

- The protocol in Appendix 1 be introduced from 6th April 2009. The Neighbourhood Centre Manager should work with the Wardens on every single scheme and establish where the pay-as-you-go approach should be introduced, and how the income collected would be safely deposited and accounted for. This included identifying those non-residents who would be willing to pay the weekly charge for full use of the buildings and making appropriate payment arrangements.
- That laundry charges be increased from 6th April 2009 from 10p per wash and 10p per dry to 50p, and from April 2010, this should be increased to £1 per was and £1 per dry.

- That any decision about the longer term use of the guest bedrooms be deferred until the broader review had taken place.

It was also proposed that all tenants were contacted and given feedback from the consultation and details of what had been agreed. This should take place immediately to enable 1 month's notice of the proposed changes taking effect.

In relation to the broader review of the centres, Appendix 2 provided a summary of the work being undertaken by the Neighbourhood Investment Team. It was proposed that consultation commence with Elected Members during March and April to discuss and review the information currently held about the centres and to determine options for their future use. This would also include further consultation with tenants, before the first set of recommendations were presented to the Cabinet Member in June, with final recommendation due in September 2009.

RotherFed wished to place on record their support for this welcome piece of work. RotherFed had worked with the groups and supported the Neighbourhood Centre Manager. Residents had reported how they had been consulted on a number of proposals and how some had changed based on what they had had said. Although they were not happy about the increases in costs they accepted that they had been listened to.

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

- It referred to all centres whether on a sheltered scheme or aged person's scheme
- Those that opposed the proposals had been spoken to on a 1:1 basis by the Neighbourhood Centre Manager about their concerns
- The money was collected by way of an "honesty book". Work was to take place on possible alternative arrangements
- Discussions were still taking place with regard to the possibility of using the centres as locality based accommodation

Resolved:- That the report be noted.

108. FUTURE DEMAND AND BUDGET PRESSURES FOR ADAPTATIONS

Further to Minute No. 92 of 13th October, 2008, Shiv Bhurtun, Housing Access Manager, presented a report giving an overview of the number of adaptations undertaken during 2007/08 and the current year to 31st January, 2009, an estimate of the likely costs over the next 3 years of adaptations and the implication on the budget together with an analysis of the significant changes in the number of adaptations undertaken recently.

For 2008/09, in line with Cabinet Minute No. 75 of 7th September, 2005, the Council had maintained an additional contribution to the Disabled

Facilities Grant (the grant provided by CLG to all Councils to use to meet their statutory obligations to provide adaptations in private sector accommodation). The total available for private sector adaptations was £1,404,000, of which £832,000 was comprised of the DFG. The Housing Investment Programme also prioritised resources for public sector adaptations and the budget approved by the Cabinet Member for 2007/08 was £1.7M – higher than that anticipated in 2005. However, due to the reduced amounts of Capital Receipts from Council house sales within the year, the resources available for the public sector had not reached the anticipated budget.

Based on the 2007 Strategic Housing Market Assessment, there was an estimated 18,471 households in Rotherham with 1 or more members in an identified support needs group, higher than the national average. 22% had a long term limiting illness; the figure for children with a limiting long term illness was identified in the 2001 census as 5.02%, 16% above the national average.

A strategy had been implemented by the Adaptations Team to deal with the increased referrals. Based on the budget set at the start of the year, should all the backlog cases up to January, 2009, and the normal throughput of referrals (currently at a rate of 60 per months at an average cost of £4,000 per adaptation), be processed, the budget would be overspent. To ensure that the remaining funding available for adaptations for 2008/09 remained within budget, the Housing Access Manager had strengthened the internal process for agreeing work with each case heavily scrutinised before being considered for approval. As at 30th January, 2009, there were 282 cases outstanding that had not been processed as yet due to the potential financial impact on the available resources. The total backlog of cases would increase by the end of the financial year to 402 cases should referrals continue at the anticipated rate. The impacts of the increase on overspend were set out in the report submitted.

It was proposed that a bid be made to the Corporate Capital Programme to increase the amounts available from 2010/11. Assuming the Occupational Therapy backlog was reduced by April, 2009, and the demand for adaptations through the normal route did not exceed more than 20%, it was proposed that funding should be increased by 6% for each year from 2010/11. This would mean increasing funding by 6% for the public sector from the available resources in the Housing Investment Programme. For the private sector it was proposed that the Council's contribution be increased by 6% more than the previously required 40% top up.

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

- The Team could deal with the number of referrals coming through but would result in the budget being heavily overspent
- Large extensions were considered carefully with Home Appreciation

Loans etc. considered

- The Team worked very closely with the Occupational Therapists
- The 2009/10 budget for the private sector was £1.41M and £1.8M for the public sector
- The Decent Homes Programme had carried out level access showers and showers over baths
- The Team also worked very closely with the Assessment Team and Key Choices to ascertain if there were any other avenues instead of carrying out adaptation work
- There was no financial contribution at present from partners (NHS or Housing Associations)

Resolved:- That the report be noted.

109. CABINET MEMBER FOR NEIGHBOURHOODS

The Panel noted the decisions made under delegated powers by the Cabinet Member for Neighbourhoods held on 19th February, 2009.

110. SUSTAINABLE COMMUNITIES SCRUTINY PANEL

The minutes of the meeting held on 19th February, 2009, were agreed.

111. PERFORMANCE AND SCRUTINY OVERVIEW COMMITTEE

The minutes of the Performance and Scrutiny Overview Committee held on 13th February, 2009, were noted.

112. MICHELLE MUSGRAVE

The Chair reported that this was Michelle's last Panel meeting before she left the Authority. Michelle was wished all the best for the future.

**PERFORMANCE AND SCRUTINY OVERVIEW COMMITTEE
27th February, 2009**

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

Apologies for absence were received from Councillors Boyes and P. A. Russell.

180. DECLARATIONS OF INTEREST

There were no declarations of interest made at this meeting.

181. QUESTIONS FROM MEMBERS OF THE PUBLIC AND THE PRESS

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

182. PAYMENT OF INVOICES WITHIN THIRTY DAYS - FORMERLY BVPI 8

Further to Minute No. 109 of the meeting of this Committee held on 7th November, 2008, Sarah McCall, Performance Officer, presented the submitted report which detailed BVPI8 and how it measured the payment of undisputed invoices within thirty days.

The Council had agreed the following average annual targets for performance of BVPI8 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 BVPI8 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%
October	91%
November	93%
December	94%
January	90%

Average performance against BVPI8 for the year to date was 91.5%.

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

- reasons for the drop in performance in January, 2009
- average performance targets
- early payment discounts
- costs should late payment result in referral to court
- need for small businesses to receive early payment
- adverse impact of ROCC system upgrade on BVPI8
- directorate performance

Resolved:- (1) That the current position in respect of BVPI8 be noted.

(2) That a report be submitted to a future meeting of this Committee highlighting the performance of directorates regarding BVPI8.

(3) That, due to the problematic upgrade to the ROCC system adversely affecting the performance in respect of BVPI8, a report be submitted to the Sustainable Communities Scrutiny Panel explaining the nature of the problems.

183. PROCUREMENT LOCAL PERFORMANCE INDICATORS

Further to Minute No. 134 of the meeting of this Committee held on 5th December, 2008, Sarah McCall, Performance Officer, presented the submitted report setting out the details of the indicators developed to date, targets and performance for the first, second and third quarters of the current year.

Of the eighteen indicators (details of which were appended to the report):-

- two were status green
- four were status amber with performance on target
- one was status red
- six were annual indicators with reporting due later in the year
- one had been superseded by changing legislation
- one was still under development
- two were for information/monitoring only without targets
- one had reporting yet to commence

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

- time factor regarding sourcing funding
- increasing the Council's percentage of core trade spend with SME's

- percentage spend on electricity to continue to be procured from green sources and cost effective considerations
- procurement savings in accordance with current annual plan
- consideration of whole life costings at the tender stage
- award nomination for sustainable procurement

Resolved:- That the current performance against the indicators be noted.

184. RBT QUARTER 3 PERFORMANCE

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 third quarter of the current financial year across the areas of Customer Access, Human Resources and Payroll, ICT and Procurement.

Work had continued during Quarter 3 to implement the new suite of measures, however, new reporting mechanisms had 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 Service Review Board, comprising key officers from the Council and RBT, had been established and met monthly to look at cross cutting performance with the objective of dealing promptly with issues.

Paul Briddock, Service Director, Information Systems and Customer Services and Anne Hawke, Principal Officer, Service and Contractual Performance, assisted Mark in the ensuing discussion and question and answer session which covered:-

- representation on the Service Review Board
- Maltby switchboard transfer and associated problems
- technology for the Aston Joint Service Centre
- extension of Pathfinder Project
- Council house repairs system
- ISO9001 accreditation and audit stages
- staff training in respect of ISO9001 accreditation and advantages of accreditation
- impact of ROCC system upgrade on payment of invoices

14T PERFORMANCE AND SCRUTINY OVERVIEW COMMITTEE - 27/02/09

- financial penalty regarding under performance
- clarification of performance presentation information

Resolved:- That RBT's performance against contractual measures and key service delivery issues for October, November and December, 2008 be noted.

185. QUARTER 3 PERFORMANCE 2008/09

Further to Minute No. 138 of the meeting of this Committee held on 5th December, 2008, Julie Slatter, Head of Policy and Performance, presented the submitted report relating to the above which focused on the new national indicator set and key local indicators.

The report addressed the main areas of performance across the Council and examined issues relating to the Local Area Agreement (LAA), Corporate Plan and Comprehensive Performance Assessment (CPA) Service Block scores.

The report covered:-

- LAA
- Corporate Plan performance
- Direction of Travel (DoT)
- Performance Clinics
- Data Quality
- CPA
- Human Resources
- Awards
- National Indicator Benchmarking

Julie also gave a presentation which covered:-

- Focus
- Corporate Plan/LAA Performance Indicators
- Strong Improvement
- Areas for Concern
- Future Performance Clinics
- CPA Direction of Travel
- CPA Block Scores
- PWC Benchmarking
- Priorities for Quarter 4 Performance

Discussion and a question and answer session ensued and the following

issues were covered:-

- NI 195b Improving street and environmental cleanliness (detritus) : need for a performance clinic
- timeliness of older people's assessments
- mental health assessments
- PAF C32 Older people helped to live at home per 1000 population aged 65 or over : budget and performance target data
- breakdown of funding re PAF C32 between the Council and NHS
- costs of absence from work
- impact of national campaigns on local Chlamydia screening
- alcohol strategy, commissioned DVD about under age drinking and the work of the Licensing Committee
- Housing CPA score
- PWC benchmarking
- NI 155 number of affordable homes delivered
- DN 110 young people's participation in positive activities
- NI 055 obesity in primary school age children in Reception
- NI 056 obesity in primary school age children in Year 6
- need to identify ownership of measures by scrutiny panel

Resolved:- (1) That, as far as this Committee is concerned:-

(a) the overall position and direction of travel in relation to both overall performance and to the Audit Commission's CPA Direction of Travel Indicators performance be noted.

(b) performance clinics, as now reported, be conducted in Quarter 4.

(c) each directorate produce a revised performance reporting schedule which includes the deadlines for their internal and partner related reports

(d) all directorates should carry out data quality checks on performance indicators in each quarter

(e) all directorates use PerformancePlus to input Quarter 4 performance information

(2) That Cath Saltis and Julie Slatter liaise regarding a way forward on the indicators and consideration of such by the appropriate Scrutiny Panel.

186. DATA QUALITY MANAGEMENT 2008

Further to Minute No. 51 of the meeting of the Audit Committee held on 21st January, 2009, Julie Slatter, Head of Policy and Performance, presented the submitted report which detailed how, in May, 2006, the Audit Commission published its new methodology for assessing data quality management within local authorities. The overarching objective of the new approach was to ascertain whether the Council had proper management arrangements for data quality.

The report detailed the findings from the recent KPMG data quality audit conducted from July to October, 2008 which classified the Council's data quality arrangements as performing strongly.

The review of management arrangements was structured around five themes:-

- Governance and Leadership.
- Policies and Procedures.
- Systems and Processes.
- People and Skills.
- Data Use.

These were broken down into thirteen Key Lines of Enquiry (KLoEs) and each theme was scored.

Overall management arrangements had been rated as 'performing strongly' and the report set out in detail how KPMG had rated each of the five themes assessed as part of the data quality management arrangements assessment, with no recommendations for improvement under any of the themes.

As part of the Performance Indicator Testing, KPMG audited the five indicators as part of the audit process.

It was also noted that there was no longer a requirement for the Best Value Performance Plan to be audited in accordance with the Audit Commission's Code of Audit Practice.

There were no direct financial implications. The costs associated with the data quality audit were included in the charges contained within the Annual Audit Plan 2008/09 which highlighted that the planned cost for KPMG to conduct their scheduled work in relation to both Use of Resources and Data Quality 2007/08 was £119,000.

It was likely that the same approach for assessing data quality would be used in 2008/09.

Many of the Performance Indicators (PI) that KPMG chose to examine were CPA measures – any amendments or qualifications would have impacted on the Council's service block scores and overall CPA rating.

The mitigating actions taken by directorates in terms of quality assurance and data management were successful. Lead officers and PI managers involved in the audit should be congratulated on this achievement as the external audits were more robust than in previous years.

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

- sharing of data and holding partners to account
- Children and Young People's Services review
- possibility of regular meetings with data quality managers
- corporate, uniform approach to data quality management necessary
- ownership of data quality management
- protocols and use of data

Resolved:- That the findings in the data quality report be noted.

187. COUNCILLOR CALL FOR ACTION

Resolved:- That this matter be considered as part of the away day discussions.

188. AWAY DAY

Resolved:- That the meeting of this Committee scheduled for 27th March, 2009 be utilised for the away day discussions. The meeting to commence at 9.00 a.m.

189. MINUTES

Resolved:- That the minutes of the meeting held on 13th February, 2009 be approved as a correct record for signature by the Chairman.

190. WORK IN PROGRESS

Members of the Committee reported as follows:-

(a) The Mayor reported :-

(i) the scrutiny review report regarding support for newly arrived children in schools was being finalised and it was hoped to submit to the Children and Young People's Services Scrutiny Panel in April

(ii) the scrutiny review of road traffic safety around schools was well under way and there had been a fantastic response from the public

(iii) members of the Children and Young People's Services Scrutiny Panel were involved in the Annual Health Check along with members of the Adult Services and Health Scrutiny Panel

(iv) the next meeting of the Children and Young People's Services Scrutiny Panel was to consider:-

- childhood obesity
- school meals
- annual performance assessment action plan
- quarter 3 performance report

(b) Councillor McNeely reported:-

(i) the scrutiny review of key choices was about to meet to review evidence and determine recommendations. Views were invited from members of this Committee.

(ii) the planning stage had begun in respect of the scrutiny review of voids turnaround which would be a 'select committee' style hearing

(iii) the next meeting of the Sustainable Communities Scrutiny Panel was to consider:-

- presentation on the work of Rotherfed
- performance report
- adaptations

(c) Councillor Austen reported:-

(i) the Debt Management review group had held its first meeting and two further meetings were scheduled in the next two weeks

(ii) yesterday's meeting of the Democratic Renewal Scrutiny Panel had considered:-

- Proud Theme Local Area Agreement Indicators
- Financial Inclusion Action Plan
- Local Government Reform – Implementation Plan

191. CALL-IN ISSUES

There were no formal call-in requests.

192. 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 Paragraphs 1 and 3 of Part I of Schedule 12A to the Local Government Act 1972 (staffing and financial/business affairs).

193. RBT QUARTER 3 PERFORMANCE UPDATE ADDITIONAL INFORMATION

Mark Gannon, Transformation and Strategic Partnerships Manager, presented the submitted report summarising RBT's performance in respect of procurement savings achieved and the Revenues and Benefits Service and was taken in conjunction with Minute No. 184 above.

The report covered:-

- savings performance
- addressable spend tracking
- Council Tax
- NNDR
- other service measures

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

- Council Tax payment methods
- debt recovery review
- potential inclusion of a benefit claim form in Council Tax notifications

Resolved:- That RBT's performance against contractual measures and key service delivery issues for October, November and December, 2008 be noted.

**PERFORMANCE AND SCRUTINY OVERVIEW COMMITTEE
13th March, 2009**

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

An apology for absence were received from Councillor Jack.

194. DECLARATIONS OF INTEREST

There were no declarations of interest made at this meeting.

195. QUESTIONS FROM MEMBERS OF THE PUBLIC AND THE PRESS

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

196. CORPORATE RISK REGISTER

Colin Earl, Director of Internal Audit and Governance, presented the submitted report which showed the latest position in how the Council's most significant risks were being managed.

The reporting format had two key features:-

- An 'At a glance' picture of corporate risks both before and after risk management action
- A more detailed register that reflected the position of each corporate risk as at 31st December, 2008

The risks contained in the register required significant ongoing management action. In some cases additional resources may be necessary to implement the relevant actions or mitigate risks. Any additional costs associated with the risks should be reported to the Corporate Management Team for consideration on a case by case basis.

It was important to review continuously the effectiveness of our approach to capturing, managing and reporting corporate risks. The report was aimed at retaining the top score of 4 in the Use of Resources Key Lines of Enquiry.

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

- additions to the register
- proposed deletions from the register
- voids turnaround

- reservoirs
- bereavement: reporting structure/monitoring arrangements
- scrutiny of functions commissioned out

Resolved:- (1) That the updated corporate risk register and the absence of any residual red risks be noted.

(2) That assurances be sought as necessary from Strategic Directors on how risks were being managed.

(3) That Colin Earl be invited to participate in the ongoing review of voids turnaround.

(4) That a report be submitted to the Regeneration Scrutiny Panel in respect of potential risks associated with reservoirs.

197. COMPREHENSIVE AREA ASSESSMENT FRAMEWORK

Julie Slatter, Head of Policy and Performance, presented the submitted report indicating that Inspectorates had now published the Comprehensive Area Assessment (CAA) Framework which would be effective from 1st April, 2009.

The report summarised the key elements of the Framework including proposals on what the assessments would look like, how evidence would be gathered and how the CAA would be delivered. It also highlighted a proposed way forward on how the Authority and partners took forward the new Framework and Scrutiny's involvement in the CAA process.

The new Framework was designed to connect inspection and assessment activity across local government and key partners. As well as sharing the national indicator set and local area agreement targets, partner assessments would all use similar methodologies and be reported through a shared, public facing website.

The report covered:-

- the assessment
- how CAA would be undertaken
- reporting CAA
- next steps
- key issues

- baseline assessments
- awareness
- role of Scrutiny

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

- area and organisational elements
- evidence gathering
- need to get at information behind the statistics and build in more scrutiny

Resolved:- (1) That the content of the summarised detail relating to the CAA Framework and the role of Scrutiny in the process be noted.

(2) That, as far as this Committee is concerned, the proposals for ensuring the Framework is implemented throughout the Authority and in our partnership working be approved.

198. REVIEW OF THE USE OF CONSULTANTS

Further to Minute No. 147 of the meeting of this Committee held on 19th December, 2008, Councillor Whelbourn introduced the submitted report relating to the above, setting out the findings and recommendations of the review group. Highlighted were the background to and rationale for the review, membership, scope, terms of reference, summary of findings and key recommendations and specific questions around which the review was based.

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

- need for a directory of best practice and expertise available from other local authorities, maintained centrally so they could be considered as an alternative to the appointment of a consultant
- appropriate use of consultants
- need for a standard practice for the appointment of consultants
- need to know where there are bad practicing consultants
- potential utilisation of retired employees

- skill sharing within the Council
- need to look at the required output prior to deciding to appoint consultants
- examples of good practice on the use of consultants
- need for regular monitoring of the use of consultants perhaps via regular audit reports
- need to evidence why consultants were used
- breakdown of expenditure on the appointment of consultants
- authority to appoint consultants

Resolved:- (1) That the review, together with the findings and recommendations, be supported.

(2) That the review and its recommendations be forwarded to Cabinet for consideration.

(3) That everyone involved in the review be thanked for their time, effort, contribution and commitment.

199. HEALTH INEQUALITIES REVIEW

Steve Turnbull, Head of Public Health, presented the submitted report indicating that KPMG and the Audit Commission had undertaken a review of actions to address health inequalities across both the PCT and the Council. The report highlighted the recommendations of the review and assessed their deliverability and timescales.

The review focused on three main areas that reflected some of the priority public health issues. These were:

- teenage conceptions
- breastfeeding
- affordable warmth

Findings and recommendations were made in the following areas:-

- strategic approach
- partnership working
- performance management
- assessment of impact

Attached as appendices to the report were the final version of the report and the action plan.

It was noted that the Audit Committee, at its meeting on 18th February, 2009, had agreed the action plan subject to required discussions on timescales and deliverability.

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

- NHS Rotherham priorities and compatibility with Council priorities
- important not to concentrate on specific illnesses rather than overall wellbeing
- textual inaccuracies
- WarmFront
- lack of information regarding NHS Rotherham actions in respect of (i) working with TRFT to continue the development of its public health strategy (ii) supporting the reduction in teenage conceptions through strategies consistent with Teenage Pregnancy Partnership Board and (iii) improving breastfeeding rates
- resources to implement findings and funding of Audit Commission/KPMG work

Resolved:- That consideration of this matter be deferred pending further information and clarification of the report content as now discussed.

200. MINUTES

Resolved:- That the minutes of the meeting held on 27th February, 2009, be approved as a correct record for signature by the Chairman.

201. WORK IN PROGRESS

Members of the Committee reported as follows:-

- (a) Councillor McNeely reported that the first meeting in respect of the Scrutiny Review of voids turnaround had been held yesterday to agree the Group's terms of reference.
- (b) Councillor Boyes reported that the Scrutiny Review of road traffic safety around schools was ongoing.
- (c) On behalf of the Mayor, it was reported that the latest meeting of the Children and Young People's Services Scrutiny Panel had considered:-
 - childhood obesity

- school meals
- annual performance assessment action plan
- quarter 3 performance report

(d) Councillor Barron reported that the first meeting had been held in respect of the review of supporting people to live at home.

202. CALL-IN ISSUES

There were no formal call-in requests.

NEW ARRIVALS WORKING PARTY
Wednesday, 4th March, 2009

Present:- Councillor Sharman (in the Chair) .

19. MINUTES OF MEETING HELD ON 28TH JANUARY, 2009

The minutes of the previous meeting, held on 28th January, 2009, were agreed as a correct record.

Arising from Minute No. 14 it was noted that the anticipated consultation by the Home Office on the review of the Immigration and Citizenship Legislation would not be taking place due to a decision not to review support mechanisms for asylum seekers.

20. PROVISION FOR ETHNIC MINORITY LEARNERS

Bev Booker, Service Leader for Ethnic Minority Children, presented a report, for information, which outlined a model of developments to address the current challenges in relation to ethnic minority achievement in Rotherham.

The report stated that, despite some significant recent improvements, issues of underachievement among Rotherham's EAL (English as an Additional Language) population were still evident. Rotherham hosts a recent and growing population of new arrivals from other European Union countries whose needs were significantly different from the established British Asian community. The model proposed in the report combined recommendations for a shift in strategy and practice and identified opportunities to test new practice in an initial, limited pilot programme.

Agreed:- That the report be noted.

21. REFUGEE INTEGRATION AND EMPLOYMENT SERVICES

Andrew Crowley, Asylum Project Team, reported on the above Service which provided support to new refugees to assist them to integrate from their asylum accommodation into ordinary life in the United Kingdom.

The regional response to Home Office consultation had been for the service to be delivered in a partnership between the voluntary sector and the local authorities. A successful regional bid had been submitted. The voluntary sector partner for Rotherham was the Northern Refugee Centre based in Sheffield. Staff from there now used to the Asylum Team's office in the afternoon to interview new refugees.

Agreed:- That the report be noted.

22. BUDGET UPDATE

Andrew Crowley, Asylum Team, gave a verbal update on the 2008/09 budget which was likely to break even.

23. ANY OTHER BUSINESS

Children and Young Peoples Services

Jill Holbert, Locality Manager, Rotherham South, reported on the challenges that the locality team was encountering in working with the Slovakian Roma community due to the language and cultural differences.

Welcome Pack for New Arrivals

Andrew Crowley, Asylum Project Team, reported that the welcome pack for new arrivals was almost finalised and would be available in a number of languages. However, in light of the above point, there was no inclusion of Safeguarding in the documentation.

Agreed:- That Jill Holbert contact Tom Kelly to discuss inclusion of Safeguarding in the pack.

Revised Cluster Limit

Andrew Crowley, Asylum Project Team, reported that the Government was looking at a programme for the return to England of approximately 750 white British elderly persons some of whom are currently being cared for in Zimbabwe nursing homes. They would be either be given their own accommodation or a place in a nursing home dependent upon their needs. More information was awaited about the requirements and the funding before any decision was made.

24. DATE OF FUTURE MEETING

Agreed:- That a further meeting of the New Arrivals Working Party be held on Wednesday, 27th May, 2009, commencing at 9.30 a.m.

1 MEMBERS SUSTAINABLE DEVELOPMENT ADVISORY GROUP - 06/03/09**MEMBERS SUSTAINABLE DEVELOPMENT ADVISORY GROUP
FRIDAY, 6TH MARCH, 2009**

Present:- Councillor Wyatt (in the Chair).

Apologies for absence were received from Councillors Austen, Doyle, McNeely, Pickering and Walker.

101. MINUTES OF THE PREVIOUS MEETING HELD ON 9TH JANUARY, 2009

Agreed:- That the minutes of the previous meeting of the Members Sustainable Development Action Group, held on 9th January, 2009, be accepted as a correct record.

102. WORLD ENVIRONMENT DAY

David Rhodes, Property Environmental Manager, reported on proposed events to celebrate World Environment Day 2009 as follows:-

Task/Event	Support
River Clean up Project Area under the Chapel on the Bridge/riverbank opposite and as far downstream as possible/weir Possible Environment Agency project at Tinsley (Adsetts Canal Project) involving adults with learning difficulties	Environment Agency British Waterways Safer Neighbourhood Teams
Community Clean up Project 8 th June – Town Street Canklow 15 th June – Manor Farm, Rawmarsh 22 nd June – Green Arbour Road, Thurcroft Emma Wright organising clean for young people caught littering School involvement being sought/recycling bins being requested	Louise Marks, Streetpride Assistant Area Co-ordinator Area Partnership Managers Green Spaces Enviro-Crime Team Waste Management
Youth Forum/Question Time on Environmental Issues Diva Creative Ltd. proposed outline of a Borough-wide event on 5 th June including:- - solar powered cinema - Paul Hudson to open the event - Interactive 'environmental challenge' - also consider health issues	Area Partnership Managers
Council and LSP Meetings Key Council and LSP meetings in June that	David Wilde David Rhodes

World Environment Day could feature	
Links to Green Space Activities World Environment Day referenced in the Green Spaces events brochure	
International Dimension South Yorkshire Climate Change Group: - Carbon Commitment Website - CO ₂ emission reduction pledges - SY mapping and total CO ₂ saved Video link with partner towns on 5 th June for pupil/youth groups to discuss mitigation activities in each other's areas Link to activities with partner towns	Emily Knowles, International and Regional Affairs Team

Discussion ensued on the proposed events with the following points highlighted:-

- Groundwork would contact Streetpride and support any events in the Rawmarsh area
- Value for money work being undertaken on some of the proposed events
- Discussions taking place with RBT with regard to the setting up of a new website for carbon commitment/climate change
- Possibility of applying for REIP funding
- The big screen would be used to advertise events
- Sustainable Schools Inset Day on 17th June

Agreed:- That the report be noted.

103. ENVIRONMENTAL MANAGEMENT SYSTEM

David Rhodes, Corporate Environmental Officer, presented an update report as follows:-

- EMAS was to be expanded to include Culture and Leisure Services and an additional 2 schools through the Greencheck programme
- Of the 124 Display Energy Certificates, 40 completed, 20 surveys/input complete, 31 surveys complete and 33 surveys required
- It had now been clarified that the new Legislation expanding the requirement for DEC's, would result in an additional 143 certificates
- Arrangements were in hand with RBT to report quarterly data for NI185 and 194
- Possibility of charging schools for DEC surveys in the future

3 MEMBERS SUSTAINABLE DEVELOPMENT ADVISORY GROUP - 06/03/09

Discussion ensued on the lack of resources to tackle such a growing agenda.

Agreed:- That the report be noted.

104. LOCAL ACTION 21

David Wilde (LA21's), presented a progress report highlighting the following issues:-

- Commencement of Green Check with Dalton Foljambe
- Continued linking of Aston C. of E. work with Friends of Austen Park through Green Check/Sustainable Schools
- Women's group footprinting session at Chislet Youth Centre
- Progress of Super(school)grounds project with Dalton Listerdale
- Meetings with Rawmarsh Ashwood School 'Green Sheriffs' and Sheffield Hallam students with regard to Sustainable Schools
- Global Food project at Sitwell Juniors

Agreed:- That the report be noted.

105. CONSULTATION ON ROTHERHAM ENVIRONMENT & CLIMATE CHANGE ACTION PLAN

The draft Environment and Climate Change Action Plan, developed for the Borough, was submitted for information.

It was noted that the Plan had been considered at the Achieving Board.

Agreed:- That the Plan be noted.

106. SUSTAINABILITY PARTNERSHIP

The minutes of the meeting of the above Partnership held on 28th January, 2009, were noted.

107. POLICY UPDATE

Zafar Saleem, Community Engagement Cohesion Manager, gave a brief report on recent Policy updates.

108. FUTURE AGENDA ITEMS

Agreed:- That future agendas include the following:-

- Waterways Strategy
- Ponds Project

109. DATE OF NEXT MEETING

Agreed:- That a further meeting be held on Friday, 29th May, 2009, commencing at 10.30 a.m.