

DEMOCRATIC RENEWAL SCRUTINY PANEL

Venue: Town Hall, Moorgate
Street, Rotherham.

Date: Thursday, 24 July 2008

Time: 3.30 p.m.

A G E N D A

THEME – COMMUNITIES

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

For Decision:-

6. Co-option onto the Scrutiny Panel (report herewith) (Pages 1 - 3)
7. Borough Council Elections 2008 (report herewith) (Pages 4 - 13)
8. Rotherham Women's Strategy Progress (report herewith) (Pages 14 - 27)
9. Area Plans Final Quarter Update (report herewith) (Pages 28 - 111)
10. Part 2 Review on Working with Parish Councils (report herewith) (Pages 112 - 115)

For Monitoring:-

11. Councillor Hussain, Cabinet Member for Communities and Involvement - Year Ahead Presentation

Minutes - For Information:-

12. Minutes of the meeting of the Democratic Renewal Scrutiny Panel held on 12th June, 2008 (herewith). (Pages 116 - 123)
13. Minutes of a meeting of the Cabinet Member for Communities and Involvement held on 12th June, 2008 (herewith) (Pages 124 - 127)
14. Minutes of the meeting of the Performance and Scrutiny Overview Committee held on 13th June, 2008 (herewith). (Pages 128 - 135)
15. Minutes of a meeting of the New Arrivals Working Party held on 13th June, 2008 (herewith) (Pages 136 - 138)
16. Minutes of a meeting of the Members' Training and Development Panel held on 26th June, 2008 (herewith) (Pages 139 - 141)

**Date of Next Meeting:-
Thursday, 11 September 2008**

Membership:-

Chairman – Councillor Austen

Vice-Chairman – Councillor J. Hamilton

Councillors:-Cutts, Foden, Dodson, Johnston, Lakin, Littleboy, Mannion, Parker,
Pickering and Tweed

Co-opted Members

Debbie Heath (Voluntary Action Rotherham)

Councillor A. Buckley (Parish Council Representative)

David Morton (Parish Council Representative)

ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS
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1.	Meeting:	Democratic Renewal Scrutiny Panel
2.	Date:	24th July, 2008
3.	Title:	Co-option onto the Scrutiny Panel
4.	Programme Area:	Chief Executive's

5. Summary

This report gives the Panel the opportunity to consider co-optee representation for the two municipal years beginning May 2008.

6. Recommendations

That the Panel co-opts the following individuals for two years, commencing May 2008:

Cllr Eric Shaw	Whiston Parish Council
Cllr Alan Buckley	Brinsworth Parish Council
Debbie Heath	Voluntary Action Rotherham
Taiba Yasseen	Rotherham Ethnic Minority Alliance

7. Proposals and Details

- 7.1 Representatives of external organisations are co-opted onto the Panel for two municipal years. The Overview and Scrutiny Procedure Rules allow the Panel to ...”appoint a number of people as non-voting co-optees”. The rationale for having non-voting co-optees is to inform scrutiny debate across the panel’s full remit, whilst avoiding duplication.
- 7.2 The Council is committed to its core value of ‘ensuring effective consultation and involvement’ that ‘properly informs Council policy and service improvements’. By involving representatives from a wide range of organisations the recommendations of the Scrutiny Panel will be better informed. The Democratic Renewal Scrutiny Panel has previously agreed to have four co-optees on its Panel, two from Parish Councils and two from the voluntary sector¹.
- 7.3 Arrangements for co-option onto scrutiny panels was discussed at Performance and Overview Scrutiny Committee on 28 March 2008.
- 7.3.1 This led to a more rigorous approach to the appointment of co-optees, asking all nominating organisations to complete an application form, giving details of the skills and experience that the nominee would bring and how scrutiny work would be shared with their organisation.
- 7.3.2 In addition, individuals who were previously co-opted on panels but do not represent a specific organisation (i.e. ‘expert service users’ or individuals who have specialist knowledge or expertise in a particular area) were also given the option to complete a form and apply to be co-opted again.
- 7.4 In addition to co-option, there will be opportunity to recruit or seek views from ‘interested individuals’ for specific reviews or pieces of work. These will be advertised in advance via the website and other media, for example the community newspaper or local press. This is in line with the recommendations of the recent review of Scrutiny’s Engagement with the Public.

8. Finance

Any additional expenses arising from having co-optees on the Panel (e.g. additional travel or catering costs in connection with a review or off-site meeting) will be met from existing Democratic Services budgets. Training costs are met through Scrutiny Services and Member Development Budgets.

9. Risks and Uncertainties

It is impossible to devise a list of co-optee organisations that comprehensively covers all issues that may be covered by the Panel. However, it should be noted that the Panel has the option of co-opting

¹ Minutes of the Democratic Renewal Scrutiny Panel 6th April 2006.

additional specialists for any specific matter that it sees fit, as well as for scrutiny reviews.

10. Policy and Performance Agenda Implications

Involving external co-optees helps the Panel understand the different economic, social and local impacts when taking decisions on policies and activities. The Council's commitment to being a 'listening council' is strengthened by its involvement of representatives of partner organisations and other community groups in Rotherham.

11. Background Papers and Consultation

- Minute 118, PSOC 21 December, 2005
- Co-option Scrutiny Review – PSOC, June 2004
- “The review of how scrutiny engages with the public” – Democratic Renewal Scrutiny Panel, 2007
- Minute 172, PSOC 28 March, 2008

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ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS

1.	Meeting:	Democratic Renewal Scrutiny Panel
2.	Date:	24th July, 2008
3.	Title:	Borough Council Elections 2008
4.	Directorate:	Chief Executive

5. Summary

To report on key aspects of the Borough Council elections held on 1 May 2008

6. Recommendations

That the report be noted.

7. Proposals and Details

Introduction

With the elections of 2007 behind us and the promise that there would be no new legislation we looked forward to a relatively straightforward election.

Since 2007 a great deal of work has been done to improve the postal ballot verification software. The by-elections we had in 2007 were used to demonstrate to the software suppliers how the new requirements for verifying personal identifiers (signatures and dates of birth) had to fit into the postal vote opening procedure. As a consequence of that significant improvements were made to the software and subsequent testing proved successful. Three staff from Electoral Services and two from Legal Services attended training on the much improved system. This strengthened our confidence that we would be able to achieve 100% verification of postal ballot statements returned.

As a consequence we were able to revise the procedures such that we could use the staff and equipment more effectively i.e. keep everybody busy and away from their normal workplace for as little time as possible.

The very volume of postal votes and the complexity of the required process is the equivalent of running two major elections at the same time. Work on postal votes now has a significant daily impact over the last two weeks of the election.

Nomination Period

This is a hectic period and we processed the nomination papers for 76 candidates. Minority party involvement increased with UKIP fielding 15 candidates and the BNP 5 candidates. There were 8 independent candidates.

The nomination period was completed without too many problems. Having a separate office with its own access again proved its worth as it reduces the impact on the work in the main office and affords candidates the opportunity to ask questions in private.

Candidates details entered into the computer system were checked at the end of each day and a final check conducted at the close of nominations on 4 April. At the end of the nomination process it becomes a matter of the utmost urgency to prepare and verify data files ready for immediate despatch to our print supplier. This continual checking also enabled us to publish details of those nominated quite soon after nominations had closed.

Candidates Briefing

This took place at the Town Hall on 7 April. Candidates were briefed on the conduct of the election, postal ballot processing, polling arrangements and the counting of

votes and in particular why it was likely there would be a lull in counting awaiting the final postal ballots. South Yorkshire Police were represented at the meeting.

Police

South Yorkshire Police had an active involvement during the election.

Our contact with both the community police and the Economic Crime Unit were established and a meeting was held at the Main Street Police Station on 29 April to go over the final details.

Police patrolled and visited polling stations, were present at Magna throughout the count and provided the escort for the final postal ballots from the Civic Building to Magna.

Registration

Since 2007 there has been a facility to allow voters to register up to 11 working days before polling day. This year it was 16 April. This is the same date as the deadline for applications to vote by post. It is a significant day in the election timetable and requires a tremendous effort to ensure that all processing is completed in good time to enable the postal voters' data file to be produced for transfer to our print suppliers. The postal ballots themselves were handed over to Royal Mail on 21 April.

The timescale for producing 45,574 postal ballot packs is extremely tight and it was absolutely vital that we met the agreed dealines and production schedule. To ensure they were met our print supplier worked 24 hours a day including weekends. We were also on site on the weekend to check quality and accuracy.

Printing and Postal Ballot Preparation and Despatch

All printing work was undertaken by Adare. This included poll cards, postal ballot packs, ballot papers and corresponding number lists. We had pre election meetings with Adare setting out needs and establishing a provisional timetable. Adare were once more thorough and accurate. All print was done to time and mailings despatched to Royal Mail on time.

We were on site on three occasions to sample print quality and accuracy and to witness the handover to Royal Mail.

The quality of the postal ballot product assisted the efficient opening and processing of postal ballots.

A post election 'lessons learned' meeting has taken place with Adare.

Home Visits

Where necessary we made appointments to take out replacement postal ballot packs. This happened on 5 occasions and was well received.

Postal Ballot Opening and Personal Identifier Verification Process

Our confidence that we would be able to verify 100% of the personal identifiers on postal vote statements returned was well founded. The system worked very well which is a great comfort as it is expected that in the near future we will be mandated to check 100%.

In the Civic Building we had the use of the ground floor training room and the second floor meeting room. Using the second floor meeting room for the IT side enabled us to split the process and therefore make the operation very efficient.

To ensure each opening session was manageable we estimated the likely return of postal ballots and planned to process a set number at each session to even out the workload. We took deliveries from Royal Mail at about 8 a.m. each day. These had to be quickly checked and counted into ballot boxes for each ward ready for the opening session commencing at 10 a.m.

The morning session commenced at 10 a.m. and comprised opening, initial checking and then batching for scanning. The scanning operation began at 11 a.m. and ran through into the afternoon. It was at this stage that decisions on rejections for mismatched signatures and dates of birth were made. At 3 p.m. the third stage commenced which comprised the opening of ballot paper envelopes and dealing with provisional rejections.

We were able to print out original reference signatures and dates of birth and therefore able to show candidates the rejections during the afternoon sessions. A number of candidates took up the opportunity.

Using two rooms gave us more space for working and having the IT in just one room gave us the flexibility to continue scanning later into the afternoon if it proved necessary.

Whilst the rooms were accessible to candidates and agents there was insufficient space for it to be comfortable. If candidates and agents had attended in number we would have had difficulty in accommodating them.

At the end of each day we reviewed that day's work and carried out quality control checking. This went on in the Electoral Services office often to 7 p.m.

A very complimentary letter written by Councillor Darren Hughes about the way we handled the process appeared in the Rotherham Advertiser. It reads:

"I would also like to thank the electoral services staff who dealt with the processing of the postal votes. Postal voting has come under a

lot of negative press in the last few weeks and I would like to state as a candidate at the time, I had 100 percent confidence in the staff performing their duties and that the procedure was both fair and accurate”

Whilst we were very pleased with the performance of the system we are not complacent and will look to improve on the process and have already suggested a couple of improvements to our software supplier. My Senior Electoral Services Officer who takes the lead role in processing postal votes attended a meeting with our software supplier in June.

Key staff attended training and other staff were briefed at each opening session.

Polling Day

Polling equipment was delivered to polling venues by 2010 staff on the Wednesday and collected up on the Friday.

Whilst we did not have a shortage of polling staff we were down to the bone by polling day.

All new presiding officers were required to attend training and a number of less experienced presiding officers also attended training. Four separate training sessions were held. All polling station inspectors attended a combined briefing and training session.

On 30 April presiding officers attended a briefing before collecting their ballot boxes. This was followed by a briefing for poll clerks.

The team of polling station inspectors worked well. We also had two employees of the Council as roving interpreters. Their presence on the ground is very useful.

To assist with the Thursday night count we used polling station inspectors to make an evening collection of postal ballots delivered to polling stations. To do this more effectively we would have to recruit more polling station inspectors.

All polling stations were open on time and only minor issues were experienced during the day.

The Electoral Services Office was staffed until 9 p.m. which was sufficient to meet the statutory needs. After that the service was backed up with a combination of contacts through polling station inspectors and electoral services staff at Magna.

Counting of Votes

The count commenced as the polls closed at 10 p.m. Special arrangements had to be put in place to deal with postal ballots that were delivered during the day and up to the close of the poll.

The arrangements for getting presiding officers in and out of Magna worked well. The last box arrived at 11.05 p.m.

Count supervisors were briefed at 8.30 p.m. and made their way to their own count areas and briefed their counting staff.

A team of staff that would be responsible for receiving ballot boxes and parcels from polling stations and ensuring that they were delivered to the correct ward count were briefed as to their duties.

Overall the procedures at the count went very well but there was a delay of around one hour awaiting the final postal ballots. Most results were in by 1 a.m. and the final result following a recount for the Maltby Ward by 1.20 a.m.

Electoral Services staff left Magna around 2 a.m. having ensured that all sensitive materials were secured.

Commencing the counting of votes on the Thursday is a contentious issue. The delay we experienced in the count was simply the need to process the final postal ballots that had been received up to the close of the poll. There were no other technical difficulties. Had there been technical difficulties the delay could have been significantly longer resulting in the count having to be reconvened during Friday.

My professional view and that of a growing number of my colleagues is that counting should not take place on Thursday night. This view is supported in the Gould report into the 2007 Scottish elections commissioned by the Electoral Commission.

“After carefully weighing the pros and cons of the alternatives, we recommend that if the polls continue to close at 10.00pm, there should be no overnight count of the ballot papers.”

Gould report

At a post election seminar hosted by the Electoral Commission in Manchester on 9 May we suggested that if we are to be required to count on Thursday night legislative changes should be made to *“impose a deadline of 5 p.m. on polling day for the return of postal ballots and an end to the expectation of the ‘final sweep’ by Royal Mail”*.

After the Count

This is essentially the sorting out of election documents and preparing them for storage. Documents from the election have to be stored for 12 months and some are available for public inspection during that time. The rules governing this require the supervision of anyone inspecting documents.

Election expenses returns and declarations from candidates will be received and copies prepared for inspection. These have to be kept for 2 years.

I estimate that we also spent two weeks after the election compiling statistics for the Electoral Commission.

Publicity for the Election

In collaboration with colleagues in West and South Yorkshire we again ran the TV campaign “Apart from That” on the ITV channel. It ran from 20 April to 1 May being shown on 61 occasions 26 of which were at peak viewing times. Publicity posters using images of the campaign were displayed at council buildings and libraries.

In addition notices and a link to the TV campaign web site were available on the Council’s web pages via the Electoral Services link.

The statutory notice of election was published in several newspapers and on the Council’s web pages.

Polling cards to both ordinary and postal voters were delivered in the week commencing 7 April.

8. Finance

The cost of the election is being met from the current budget.

9. Risks and Uncertainties

Accommodation

A number of comments were made to us by candidates and agents in respect of the “poor working conditions”. For my part I have concerns for the secure storage of elections equipment, the necessary working space for preparing equipment, secure storage space for postal ballots and sufficient secure working space for processing postal ballots. Errors are more likely to be made where the working conditions are unsuitable.

At the moment the Council is looking at accommodation as part of the town centre renewal but it is unclear what the new provision will mean for electoral services. Plans for open-plan office space and hot-desking would not be suitable for the work of electoral services.

The accommodation available to us at present is a cause for concern. The basement storage area where ballot boxes have to be stored and prepared is not suitable. One-third of the ballot boxes have to be prepared in the corridor and kept in the corridor for several days. Security remains a concern here and the working conditions are poor. Staff are working stooped over boxes and the boxes themselves are becoming heavier with all the new requirements.

The space available for processing postal ballots remains unsatisfactory yet there are distinct benefits in using available space in the same building as the electoral services office because it cuts down on transport needs and does not require the removal of all equipment at each session. This makes the process far more efficient, secure and reliable. Colleagues in other authorities have also learned that taking down computer systems and transferring them to count locations for the final sessions on polling day is risky.

Storage of materials from the election is also a problem and we may have to resort to commercial storage. Unfortunately the majority of the documents we are required to keep are available for public inspection and storing off-site for the first few months could be a problem.

The lack of working space for sorting out papers after the election considerably hampers progress. It took to the end of May to complete the task. With sufficient space it would have been completed sooner.

Accommodation issues do not relate solely to elections. For the annual canvass we have similar problems particularly preparing equipment for about 75 personal canvassers who will through the period of the personal canvass be visiting the office.

It is difficult to plan ahead or to consider what refinements we can make to existing processes without the knowledge of what future accommodation we will have. At the moment Cabinet have agreed;

“that a project is established to report on the accommodation options to house election storage, evidence storage, general storage, printing facilities, bibliographic, book storage and museum artefact storage”.

My concern is not simply storage but for example whilst ballot boxes can be stored off-site we still need sufficient on-site secure working space to prepare them for elections and for their distribution and collection by presiding officers.

At the Count

I received complaints from staff and candidates regarding the number of observers attending one of the ward counts. It appears that a number of people had circumvented our arrangements.

We have a health and safety duty to manage the number of people attending the count as well as a need to maintain a suitable environment for staff to work in. We have always allowed each candidate to bring observers and have left it to the candidate's discretion as to who the observers are. We also have a duty to treat all candidates equally and only candidates, their election agent and polling agents are entitled to be close to the counting tables when the votes are being counted.

To deal with this at future counts I propose to have no observers present (this would be in line with a view of the police expressed at a seminar organised by the Electoral

Commission prior to the election) and instead allow the appointment of additional counting agents by each candidate. It is a statutory requirement that the returning officer is notified of the names and addresses of counting agents by a statutory deadline. Security printed numbered tickets would be issued and entry to the count managed by non-council staff.

Electoral Services Staff

It is accepted up to a point that long hours have to be worked by the permanent electoral services staff if elections run to very tight timescales are to succeed. The long hours of intense work over several weeks culminate in a very long polling day often finishing in the early hours of the following day.

In recent years and certainly since 2007 the work especially behind the scenes has become very complex, technical and intense. A great deal of experience and skill is required by senior electoral services staff to ensure success.

***“(2) Unreasonable demands on key election officials....
The most important officials involved in the count are Returning officers and their Deputies, followed closely by other senior election staff. This group is tasked with some or all of the following: ensuring the count runs smoothly; resolving problems; responding to enquiries and complaints; ensuring that every voter’s ballot paper is counted unless it is rejected after careful scrutiny; and announcing the official result.***

Many stakeholders in the electoral process insist and expect that these tasks be conducted efficiently, professionally and in a timely manner, starting at 10.00pm on polling day and proceeding for as many hours as the job takes. This is an unreasonable expectation. It is placed on officials, most of whom have been working long hours in the days leading up to polling day and, in most cases, for a previous 16 consecutive hours on the day itself. Stakeholders, such as party and candidate agents and other election observers, are also expected to be alert and insightful after spending long hours at the polls. No one would be expected to drive a lorry safely for these excessive hours, yet the expectation is that these individuals should be tasked with making critical decisions that affect the governance of Scotland for the next four years.”

Gould report

The comments above from the Gould report are just as valid for the English elections. However, the Scottish elections to which the comments relate did not then have to deal with the verification of personal identifiers on postal ballots. Additionally the consecutive hours worked by the permanent electoral services staff in Rotherham was around 20 hours.

***“(2) Ensure the primary objective is quality of decision-making not speed of the count.....
To achieve the highest level of confidence in the counting process, it is essential that all stakeholders remain convinced that a***

completely accurate count has been conducted. There can be no assurance of this when those responsible for the count are fatigued.”

Gould report

Whilst I am happy that the counting of votes was well organised and well managed it is a serious cause for concern that fatigue can lead to unnecessary errors and poor decisions. In recent years it is issues relating to postal votes and the counting the votes that has generated the most election challenges.

10. Policy and Performance Agenda Implications

The overall turnout of electors was 34.52%. We issued 45,574 postal ballots of which 72.42% were returned. The overall turnout was up slightly from last year's 33% but the turnout for postal voters was slightly down from the 2007 figure of 74.8%.

11. Background Papers and Consultation

The Independent Review into the 2007 Scottish Elections conducted by Ron Gould and commissioned by the Electoral Commission.

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ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS

1.	Meeting:	Democratic Renewal Scrutiny Panel
2.	Date:	24th July, 2008
3.	Title:	Rotherham Women’s Strategy Progress All wards
4.	Programme Area:	Chief Executive’s Directorate

5. Summary

This report outlines the progress made in implementing the first year actions within Rotherham Women’s Strategy.

6. Recommendations

That Democratic Renewal Scrutiny Panel are asked to:

6.1 Note the good progress made in implementing the strategy.

7. Proposals and Details

7.1 Introduction

This report presents a summary of progress against the objectives in Rotherham Women's Strategy Action Plan for the year ending March 2008. The strategy was developed under the auspices of Rotherham Partnership and approved by the Board on 29 November 2007.




The aims and objectives within the strategy were developed following consultation with local women and using local and national research findings. In brief the main aims of the strategy are to:

- remove barriers for women;
- make sure that women's needs and priorities are identified and addressed;
- recognise and celebrate women's achievements; and
- promote equality and fairness for all women.

7.2 Progress on the action plan

Attached at Appendix 1 is a summary of progress against each objective within the strategy. Good progress has been made overall in implementing the action plan, including progress also being made on several Year 2 actions. Some of the initial work in 2007-8 has been to establish a baseline position and targets/measures will be developed once the baseline is determined.

Progress against the 48 objectives across all themes is summarised as:

	Green	21	good progress/on target
	Amber	17	fair progress/no major concerns
	Red	2	no update/some concern
Not Year 1 action		8	

7.3 Positive achievements

From the year one actions it is worthwhile highlighting just a few of the positive achievements:

- A well-attended women's equality conference, incorporating the launch of the strategy, was held in March. Evaluation of the event was very positive with all respondents who completed a feedback form agreeing that the event had been useful and informative.
- The childcare taster initiative exceeded its target by over 40%
- Rotherham Women's Network is supporting women's involvement, for example with regard to town centre developments and responding to consultation on maternity services.
- Awareness raising campaigns were run for the Domestic Violence helpline and Safeguarding Adults procedures.
- Women's history display produced which will go on display in various community venues throughout the coming year.

- Rotherham NHS Health Trainers project has now recruited and trained 38 female health trainers, including 5 from the BME community. Further training has been undertaken by the health trainers in weight management, nutrition, mental health first aid, diabetes and alcohol awareness to help further their knowledge and skills in these target areas.
- Over 20 women learning champions have been identified

7.4 Concerns

There are minor delays on the timescales for a small number of actions. However these are primarily due to people changing their job role or leaving an organisation, which has meant having to identify new leads, rather than a difficulty with the proposed action.

The two main concerns (shown as red) are:

Achieving 7 - Action to develop a project proposal to work with businesses on the implementation of flexible working.

- Flexible working has not been commissioned to date by the Learning and Skills Council/Dept. of Work and Pensions for ESF, therefore alternative approaches are being explored.

This is an important action as flexible working provides greater scope for women seeking paid employment and more options for career progression.

Proud 9 - Action to ensure the sustainability of Rotherham Women's Network.

- Ongoing funding for the network impacts on both the sustainability of the network and the range of activities in which it can engage.

7.5 Continuing delivery and performance management

It is imperative that the progress made in year one continues throughout 2008-2009. To facilitate this the following arrangements are in place for monitoring progress and reporting:

- Rotherham Women's Strategy Group will continue to meet with overall responsibility for implementation and monitoring progress
- An implementation group within RMBC covers both RMBC's Gender Equality Scheme and actions for the Council within the Rotherham Women's Strategy
- Performance Plus software will be used to monitor task completion and progress on targets and performance indicators from May 2008 onwards
- Proud Theme Board has assumed a championing role within the LSP

Although the majority of actions are ones with specific lead organisations, it is important that all partners in the LSP and directorates in RMBC implement the five underpinning actions within Fairness. These are actions to facilitate a more "gender aware" approach to service planning and delivery overall.

- better data collection and monitoring
- building on existing engagement with women
- improving communication and information
- strengthening equality impact assessments
- increasing people's awareness and understanding of women's equality through learning and development activities

Recording and analysing monitoring data broken down by gender is a key way of showing that partners are meeting women's needs and that the strategy is having a positive impact for Rotherham women. As a new set of national performance indicators (PIs) has been introduced it is an appropriate time to ensure that arrangements are in place to collect disaggregated data by gender for PIs relevant to the women's strategy. A similar breakdown by ethnicity, age and disability (plus other categories as appropriate) will show any double disadvantage for particular groups and assist in measuring the impact of other strategies and plans.

8. Finance

None arising from this progress report, although implementation costs have been identified for any actions that cannot be delivered from existing resources.

9. Risks and Uncertainties

Failure to consider the needs and priorities of women means RMBC will not be in compliance with the Gender Equality Duty.

10. Policy and Performance Agenda Implications

Rotherham Women's Strategy reflects and contributes to the seven priority vision themes as set out in the Community Strategy and the Council's Corporate Plan.

11. Background Papers and Consultation

“Rotherham - Working Together for Women” Rotherham Women's Strategy
<http://www.rotherham.gov.uk/NR/rdonlyres/4B8F59D6-A306-425F-8C4A-9F849A4AAD7F/0/RotherhamWomenStrategy.pdf>

Rotherham Women's Strategy Action plan
<http://www.rotherham.gov.uk/NR/rdonlyres/E0357B3E-3538-4307-9C93-11B91BEC3543/0/RWSactionplan.pdf>

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Key for performance status



good progress/on target












fair progress/no major concerns










no update/some concern






No.	Objective	Overview of progress on actions	Concerns at this stage	Perf status
Theme Achieving				
1	Increase take up of formal childcare	<ul style="list-style-type: none"> - Worker in post to undertake feasibility study of availability of and demand for child care. - successful taster initiative for low income families which over achieved target numbers 		
2	Improve access to information about childcare options	<ul style="list-style-type: none"> - Comprehensive web based directory of information - Staff training underway within Children's Centres to deliver Children's Information Service information 		
3	Ensure women are fully involved in town centre developments and activities	Discussions held to identify what consultation has already taken place.		
4	Increase women's involvement in planning	<ul style="list-style-type: none"> - Women's Planning Champion identified, with role and remit clarified. - GROW and Women's network help to support women to participate in issues concerning the development of the town centre. - Consultation with various communities regarding new cultural quarter. 		
5	Increase the employment rate of women in Rotherham	<ul style="list-style-type: none"> - New Deal for Lone Parent Project (national project) operating in Rotherham - provides job preparation and search. - Engagement Project commissioned by Jobcentre + delivered by PEC. - ESF contract out to tender, to start delivery by June 08. Targeted at workless people not only lone parents. - GROW offers key skills: job search, CV preparation, mock interviews to Rotherham women. 		
6	Promote equality in employment for all women, including adopting non-	<ul style="list-style-type: none"> - Detailed equality monitoring carried out within RMBC – figures published annually in June. - Positive action wording in RMBC job adverts for PO10 + - SYP are proactively seeking to increase the number of 	Need to ensure all partners are carrying out equality monitoring in employment.	






No.	Objective	Overview of progress on actions	Concerns at this stage	Perf status
	discriminatory practices in recruitment, training and career development	female applicants/officers. This involves targeted events to raise awareness for women and minority ethnic groups. <ul style="list-style-type: none"> - SYWDT have updated their employment policies. - GROW - annual skills audit identifies additional training requirements for management committee and staff to ensure up to date knowledge. 		
7	Increase the number of employers in Rotherham who support flexible working	Action was to: Develop project proposal to work with businesses on the implementation of flexible working practices	Flexible working has not been commissioned to date by LSC/DWP for ESF. Currently exploring alternative approaches to take this action forward. One possibility might be Yorkshire Forward funding from April 2009.	
8	Reduce financial exclusion for women and their families	<ul style="list-style-type: none"> - Laser Credit Union - for period Sept 07 to Jan 08 175 new female clients enrolled in the union. - From Sept 07 to Jan 08 1 female volunteer has been employed at the union. 		
9	Develop talent management framework, including supporting women's development into senior management	<ul style="list-style-type: none"> - Project focussing on succession planning and audit of current practice. The audit has taken place. - The project is to identify a model for development that supports Black and Minority Ethnic people, Disabled people and Women. Revised date now of Dec 2008. - Options for mentoring are being explored and coaching modules have been included in RMBC management development. 		
10	Inspire young women to maximise their potential and earning capacity (careers info, advice and guidance)	<ul style="list-style-type: none"> - RMBC HR involvement in recruitment / careers fairs on an ongoing basis. (See also Learning 5.) - Data collected on an annual basis as a result of the "Moving On" survey. 		
11	Reduce the gender pay gap (equal pay reviews)	<ul style="list-style-type: none"> - RMBC – implementation continuing on a phased basis through to 2009. - some VCS partners (GROW, Women's Refuge) have an all female workforce so not applicable. 	No updates from other partners received, although timescale is March 2010.	





No.	Objective	Overview of progress on actions	Concerns at this stage	Perf status
12	Support and encourage women entrepreneurs	<ul style="list-style-type: none"> - Any new requirements to support women entrepreneurs to be dovetailed into existing services - Directory of existing provision to be compiled, started by March 08. - Range of case studies of young female entrepreneurs kept by the Youth Enterprise Service. - Enterprise and employment elements of LEGI included in the Working Neighbourhoods Plan transition period 08/11. 		
Theme Alive				
1	Improve health and social care information	<ul style="list-style-type: none"> - Council website has been upgraded to provide more information about services. All customer information around services, how to access, standards etc has just been revamped/branded as part of our customer excellence work 	No update from health received	
2	All new-build and refurbished premises to be women-friendly	Member of EDS facilities management team attended Rotherham Women's Strategy Group meeting – RMBC buildings compliant with legislation in terms of essential criteria.	Inclusion of more of the desirable criteria in specifications will help to promote equality	
3	Encourage greater use of libraries as welcoming spaces for women	<p>Long-term action through to 2010</p> <ul style="list-style-type: none"> - Management information reports under development indicating active membership by gender - National Year of Reading and Promotions Calendar being used to plan promotions. Ongoing discussion with marketing regarding new leaflets etc. - National Year of Reading programme of events can be used to highlight positive images of women 		
4	Increase participation in sport, leisure and cultural activities by women from all communities	<ul style="list-style-type: none"> - Positive Activities Youth Offer review includes sports/physical activity provision for young women - website being populated with the info that has been gathered or is coming in - Increase in women volunteers actively involved in supporting the delivery of sport and recreation programmes or gaining coaching/leadership qualifications 		

No.	Objective	Overview of progress on actions	Concerns at this stage	Perf status
5	Increase awareness about counselling services - Raise awareness/ understanding (mental health literacy) of mental health amongst women and organisations working with women.	<ul style="list-style-type: none"> - Mental Health First Aid (MHFA) training provided to our Health Trainers in Jan-Feb 08 with another course planned. - 3 local people training to become MHFA Instructors who will from April 08 deliver MHFA in NRS areas and to NRS communities of interest. - Workplace and Mental Health Health Promotion Specialist who will be able to deliver MHFA training to employers and employees across Rotherham from April 08 onwards. 		
6	Encourage women to achieve healthier lifestyles	<ul style="list-style-type: none"> - Rotherham NHS Health Trainers project has now recruited and trained 38 female health trainers, including 5 from the Black and Minority Ethnic community. Further training has been undertaken by the health trainers in weight management, nutrition, mental health first aid, diabetes and alcohol awareness to help further their knowledge and skills in these target areas. - 140 clients have now accessed the project with 102 of these being female. Some of the healthy lifestyle choices that clients wanted to make include losing weight, becoming more physically active and stopping smoking. - Health trainers have signposted clients to services such as Stop Smoking and Alcohol and have received referrals from these services. 		
7	Increase the number of women who initiate and sustain breastfeeding	<ul style="list-style-type: none"> - Infant Feeding Coordinator in post - Health Visitors will begin to be trained later in 2008 and should all be trained by the end of 2008/9. - Breastfeeding policy is currently being ratified through the PCT and RFT processes. After Health Service ratification the policy will be adapted to meet RMBC/Partnership needs and progress through their ratification processes. 		
Theme Learning				
1	Establish and maintain a clear picture of women's involvement	<ul style="list-style-type: none"> - Monitoring data being collated from range of learning providers to show participation and retention rates of women 19+ in learning 		

No.	Objective	Overview of progress on actions	Concerns at this stage	Perf status
	in learning opportunities and barriers to learning	<ul style="list-style-type: none"> - Information and consultation now complete with regard to identifying barriers to learning and solutions to overcome them. Next step is to incorporate findings and recommendations into report. 		
2	Establish joint teaching and learning forums (14-19 and 19+ workers) to share good practice and inspire teaching methods/styles	<p>Year 2 action</p> <p>RCAT will notify partners of proposed date and programme for October / November 2008 and further session in Spring 2009</p>		
3	Build self esteem and confidence building into learning opportunities	VC Train have very recently taken over the lead on this objective following a change of personnel in original lead organisation. Initial contacts made.		
4	Promote positive images of women learning	<ul style="list-style-type: none"> - Variety of case studies collated of women's learning. (Links to first bullet point in Proud 2) - Rotherham College has specific case studies of women on its website and other colleges show photos of women in various learning arenas. - Initial contact made with community learning regarding to production of a guide / booklet to women-friendly learning. - Bank of more than 20 women learning champions identified. Further work to be developed. Exploring possibilities with Dept of Children, Schools and Families (DCS&F). 		
5	Increase skills and employment opportunities, such as work experience	<ul style="list-style-type: none"> - Work-based learning opportunities for schools and a more structured approach to offering work experience placements is being developed. - Modern Apprenticeships pilot underway designed to attract young people into the full range of work available and encourage students to think outside traditional job roles. - Working on mechanism to gather info on workforce development undertaken with female employees. 		

No.	Objective	Overview of progress on actions	Concerns at this stage	Perf status
Theme Proud				
1	Recognise and celebrate women's achievements and contributions to life in Rotherham	<ul style="list-style-type: none"> - Women's history display premiered at women's equality conference. - Further discussion to follow regarding relaunch of the Ambassador Scheme to include a gender perspective and with a wider definition of achievement. - More research into local women's achievements and contributions to come. 	No update regarding promoting Athena model in all partners	
2	Promote positive role models and positive images of women in Rotherham	<ul style="list-style-type: none"> - RMBC communications team developing actions to take this forward in a structured way. - GROW work and mural displayed at Rotherham museum. - Women's Network guest speaker at "Why women?" conference in London - sharing Rotherham good practice around engaging women in decision making processes. 		
3	Build women's confidence to engage in opportunities through training and events	<ul style="list-style-type: none"> - The Community Leadership network facilitated an event "Developing Community Leaders" Sept 2007 for community leaders to share their journeys and good practice, look at the impact. - Academy for Community Leadership events and training delivered by GROW and SYWDT. 		
4	Increase the representation of women in local democracy	Member Development Panel (MDP) discussed the recommendations of the Councillors Commission. Further work on implementing the recommendations is now being developed. A series of reports will be made to the MDP in the Autumn and then submitted to the Cabinet.		
5	Promote gender equality through gender champions	<p>Year 2 action</p> <p>However SYP have identified a Women's Champion</p>		
6	Hold a range of events to bring women together from diverse communities	<ul style="list-style-type: none"> - Rotherham's first women's equality conference held in March 2008, women from different communities involved. - Links to some of activities planned within community cohesion and interfaith work. - REMA have organised various events which have increased the opportunity for women from diverse backgrounds to meet and have regular dialogue. For example an Interfaith Women's event in April 2008. 		

No.	Objective	Overview of progress on actions	Concerns at this stage	Perf status
7	Promote inter-faith working	Year 2 action However links are being developed with local women's groups.		
8	Strengthen effective involvement with LGBT women	Reconvened Lesbian, Gay, Bisexual and Transgender (LGBT) interagency group with LGBT Rotherham (community group) involvement. Developing an action plan.		
9	Promote and sustain Rotherham Women's Network	GROW is actively seeking funding to sustain the work of the network as a significant part of the funding ended April 2008.	Sustainability of the network and the range of activities it can engage in for the medium- to long- term.	
Theme Safe				
1	Improve local transport options to fit in better with women's patterns of transport use	Long-term action through to 2010 The Council is currently progressing the South Yorkshire Integrated Transport Study which will include traffic signals in some form at St Ann's Roundabout in the NE of town. Unfortunately, this scheme does not include surface crossings for pedestrians.		
2	Increase women's confidence in using public transport and car parks			
3	Increase good practice safety initiatives	Community Confidence Strategy Programme of activities within the Pathfinder Area being developed: 1) Young Peoples Engagement Project 2) Fifty + Project 3) Neighbourhood Governance Pilot 4) Asylum Seeker/ Refugee Allotment Project	No update on roll out across other Area Assemblies of Safe & Secure Programme and Forced and Arranged marriages work.	
4	Implement and raise awareness of Rotherham's Domestic Violence Strategy	- New posters and leaflets to raise awareness. - Posters on the buses over Christmas with both a message that DV is a crime and promoting the Helpline. - This coincided with a Police Domestic Violence enforcement campaign to improve police response		
5	Support implementation of the new Safeguarding	- Launched/issued New Safeguarding Procedures Nov. '07. - Multi-agency events undertaken to familiarise and raise awareness.		

No.	Objective	Overview of progress on actions	Concerns at this stage	Perf status
	Adults (formerly Adult Protection) procedures	- Leaflet and posters issued plus mini-guides distributed to front line staff.		
6	Improve interpretation services for women	RMBC Translation, Language and Communication Policy being updated to include option to request a same gender interpreter or signer.		
7	Raise awareness of crime prevention measures, personal safety and support services	<ul style="list-style-type: none"> - See 4 above - The Neighbourhood Management Pathfinder (NMP) has been actively raising awareness of domestic violence training courses and emergency contact numbers and one of the three housing providers has now attended RMBC's training programme. 	No update on: <ul style="list-style-type: none"> - monitoring/review of Neighbourhood Charters - Marketing and communication strategy to promote positive working, confidence and reassurance. 	
8	Sustain a strategic focus on women's issues by the Safer Rotherham Partnership and South Yorkshire Police	<ul style="list-style-type: none"> - Women's Champion in place. - Various initiatives employed in the District to promote women's issues. 	Rotherham District Police link into national work of the Association of Chief Police Officers addressing issues of how women are treated as victims and offenders has now been lost and current information is not forthcoming.	
Theme Sustainable Development				
1	Increase women's involvement in regeneration and include gender analysis in regeneration work	RMBC and GROW participated in Oxfam's ReGender project (gender in regeneration training). This work is informing the Women's Network development. Knowledge gained from the course is being used in conjunction with Equalities and Diversity training within EDS.		
2	Promote environmental awareness amongst women	Year 2 and 3 action		

No.	Objective	Overview of progress on actions	Concerns at this stage	Perf status
Theme Fairness				
1	Improve the quality of our information base to ensure we understand and meet women's needs and priorities in Rotherham (surveys and monitoring)	<ul style="list-style-type: none"> - Latest ReachOut will have gender profile of responses. First Place Survey scheduled for autumn 2008. - Area Assemblies are reporting back on how women have been involved in the consultation on area plans. - GROW is developing a new data base to capture information and has extended its service user feedback and evaluation of the service distribution - Women's Refuge feedback questionnaires from service users have been analysed and findings incorporated in to the service development plan. - REMA – through work on the BME Strategy a responsive information service has developed that has improved our understanding of the needs/priorities of local Black and Minority Ethnic Women and their access to services. 	Need to ensure all partners are carrying out gender equality monitoring (as appropriate for their organisation/services) from April 2008 onwards	●
2	Improve access to information for all women	<p>Slight delay in review of RMBC communications strategy with revised date now September 2008.</p> <p>Year 2 action for other partners</p> <ul style="list-style-type: none"> - However GROW is in the process of developing a resource library to ensure in house information and resources are more accessible for staff and service users and others. - REMA's diverse Communication Strategy and Consultation Strategy ensures that they continue to access information and develop creative ways to disseminate it. 		●
3	Strengthen our gender equality impact assessments (EIAs) or use the fairness checklist questions	<ul style="list-style-type: none"> - EIAs continuing to take place in RMBC and toolkit updated for new 3-year schedule. - Report guidance notes revised to emphasise the need to include the equality and cohesion implications of policies. - All new SYP policies and procedures are the subject of stringent diversity compliance processes. - Women's Refuge have incorporated the fairness checklist within the process for developing and reviewing policies. - GROW's development plans include assessments of current activities. 	EIAs and using fairness checklist need to be fully embedded across all partners.	●

No.	Objective	Overview of progress on actions	Concerns at this stage	Perf status
4	Build on our existing arrangements for consultation and involvement with women	<ul style="list-style-type: none"> - RMBC setting up women's consultation database and looking to develop further links with Women's Network. - Consultation and Community Involvement Performance management framework states that major consultation exercises to include at least one women-only session. - SYP - ongoing through SNTs/work on domestic violence - Black and Minority Ethnic health needs assessment has had women-only consultation sessions - Diversity Forum hold monthly meetings, carry out outreach work and have held a women-only event. - Women's Refuge - development actions around service user participation are contained within the service development plan. Exit questionnaires are used. 		●
5	Increase people's awareness and understanding of women's equality through learning and development activities	<p>Year 2 action</p> <ul style="list-style-type: none"> - However RMBC is rolling out bespoke training packages developed by Abacus training which incorporate gender equality. Networking with Abacus is maintained so the need for any further emphasis can be discussed with them. YWCA, REMA and GROW participated in the initial train the trainer training and are now also delivering training. - Same Difference (social enterprise set up by REMA in Partnership with Open Minds Theatre Company) delivers equality and diversity training that increases awareness of sexism: impact of prejudice and discrimination on women. 		

Note - Objective numbers shaded in grey are the common actions applicable to all partners in the LSP

ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS

1.	Meeting:	Democratic Renewal Scrutiny Panel
2.	Date:	24th July, 2008
3.	Title:	Area Plans Final Quarter Update
4.	Directorate:	Neighbourhoods & Adult Services

5. Summary

This report provides members with a final update on the progress of each of the seven Area Assembly Area Plans.

6. Recommendations

- i. **Members receive the report and note the progress that has been made.**

Page 1

7. Proposals and Details

7.1 The engagement and Involvement of the Community is vital in ensuring the success of the Council's Corporate Plan, Rotherham Partnerships Community Strategy, the Local Area Agreement and the Neighbourhood Renewal Strategy.

As part of a longer term strategy to improve democratic decision making across the borough, a new way of working whereby the delivery of Neighbourhood Management would relate to local issues and be reflected in an Area Plan.

The role of the Area Plan has been developed with the aim of bringing together key priorities for the local area including major issues, priorities and actions identified by local communities across each Area Assembly. This means that the Area Co-ordinating Group, led by the Area Assembly Chair and Area Partnership Managers take ownership of the plan and put in place the mechanisms to really 'get things done', meaning clearly visible outcomes for the local community.

This provides our customers with the knowledge that the Council uses feedback to improve local services.

7.2 Feedback from the community is required to identify community priorities to feed into the plans through

- Community consultation and community planning activities
- Area Assembly consultation
- Area based initiatives like the Safer Neighbourhood Teams
- Information from partner agencies and the voluntary sector

The current Area Plans are divided into the five over-arching themes identified in the Community Strategy document and each of the 7 Area Plans are reflective of the specific issues raised by local communities.

Consultation on the Area Plans identified a number of borough wide priorities against the Community Strategy Themes including:

Safe

- Anti social behaviour particularly in the 13 Geographical Communities identified within the Neighbourhood Renewal Strategy
- Youth Nuisance
- Motor bike nuisance
- Under age drinking
- Transport

Alive

- Health promotion and awareness sessions, particularly around obesity
- Communication and Information sharing protocols at a local level
- Promoting access to services and health care provision

Learning

- Out of school activities
- Better engagement and co-ordination of provision at a Neighbourhood level
- Increased opportunities and activities for Children and Young People
- Signposting and progression routes for further education and training
- More information about what is available locally.

Achieving

- By improving Transport links are poor preventing people from accessing employment in different areas across the sub region

Proud

- Holding local celebration events
- Building an area wide community network to celebrate culture and diversity
- Undertaking focused work with young people
- Working more closely with Rotherham's Parish councils.

- 7.3 Area Partnership Managers measure the performance against actions in the Area Plans and report this performance on a quarterly basis to each Area Assembly.

The Performance Management of each Area Plan is undertaken by the Co-ordinating groups who receive a report from the Area Partnership Manager outlining progress on actions, achievements and emerging barriers to success along with action plans for poor performance and /or remedial actions.

- 7.4 All local priorities can be found in the full version of the area plans whilst Appendix 1 provides details of progress against top community priorities in each area assembly.

Each area of progress is highlighted using the traffic light reporting system, this shows Green for 'On Target / Complete', Amber for 'Progressing' and Red for 'Off Target'.

8. Finance

The development and implementation of the Area Plans will result in more targeted and efficient delivery of mainstream services, whilst also assisting and supporting local communities to lead on projects and provide services for them.

9. Risks and Uncertainties

The principal risk associated with the development, implementation and progress against each of the Area Plans, is the potential lack of ownership and commitment from all key delivery partners, their ability to provide performance information at a local level and the consequence lack of faith by our residents in addressing their areas of local concern.

The Quality of Life Survey clearly tells us that residents want quicker action and more outcomes. To demonstrate to our residents that “getting things done” is really happening in their areas it is important that the performance management framework translates action in to meaningful outcomes as reported in the quarterly reports and publicised in the Area Assemblies Annual Reports whilst also providing a mechanism for us to deal with any deterioration in performance and standards with early recovery action in future.

10. Policy and Performance Agenda Implications

The ongoing development of Area Assemblies and the capacity building of communities to become involved in decision making, thereby delivering a quality Neighbourhood Management service must address all the key elements of the Government’s vision for sustainable communities, neighbourhood development and community engagement and include the new ‘Duty to Involve’ guidance under the new Local Government and Public Involvement in Health Act 2007.

This will require authorities, where they consider it appropriate, to inform, consult and involve "representatives of local persons", as appropriate, in the exercise of authority functions. It will be for authorities themselves to determine when and how representatives of local persons should be involved.

The Area Plans and Area Assemblies reflect a key part of the local response to the government’s challenge to engage communities in service delivery and with partners to provide a more joined up and sustainable approach.

11. Background Papers and Consultation

- Rotherham Neighbourhood Renewal Strategy - 2006
- ODPM Sustainable Communities: People, Places and Prosperity – 2005
- ODPM Vibrant Local Leadership – 2005
- ODPM Citizen Engagement and Public Services: Why Neighbourhoods Matter – 2005
- Area Assembly Profiles 2006
- Government White Paper ‘Strong and Prosperous Communities’ October 2006
- Rotherham Community Strategy – 2005
- Local Government and Public Involvement in Health Act 2007
- Corporate Community Involvement and Consultation Framework - 2006
- Appendix 1 (attached): Progress reports for each of the seven Area Assemblies.

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Appendix 1

1. ROTHERHAM NORTH						
Key/Community priorities	Action	Milestone/ Outcome	Completion date	Lead	Progress	Impact
<p>To target actions and tailor services so no-one is disadvantaged by where they live</p> <p>Create new opportunities and skills through education, jobs and training for all</p>	<p>Communicate and consult with relevant stakeholders and communities of interest to explore ways to overcome barriers to accessing employment.</p>	<p>Map current work being undertaken to meet this priority.</p> <p>Identify gaps and explore possibilities of developing relevant activity.</p>		<p>Rotherham Chamber</p> <p>Chamber Brij Chaggar</p> <p>Children’s Information Service</p> <p>Voice and Influence Project</p> <p>Childcare Inclusion Project</p> <p>Sure Start Central</p> <p>Judith Higgins</p> <p>Rotherham Partnership</p> <p>Geoff Wharfe</p>	<p>Rotherham Chamber represented on RN Coordinating Group</p> <p>Working with partners to improve access to transport (access to jobs); volunteering opportunities and support for single parents</p> <p>PROGRESSING</p>	<p>Work with partners in progress to identify issues.</p> <p>Any issues arising to be looked at in order to find a multi agency solution</p>

2. ROTHERHAM NORTH

Key/Community priorities	Action	Milestone/ Outcome	Completion date	Lead	Progress	Impact
<p>Give young people a voice and influence in their community. Supporting young people to become involved as representatives on other bodies. To transform the nature of service delivery so no-one is disadvantaged by where they live To target actions and tailor services so no-one is disadvantaged by where they live.</p>	<p>Link schools in Rotherham North with community activity where meaningful youth engagement can take place</p>			<p>RMBC Children and Young People' Service Ian Whitehead RMBC Area Assembly Team</p>	<p>Young People's Task and Finish Group established for 08/09 Area Plan around developing a programme of activity for CHYP TOR agreed and local young people working with Task and Finish Group to develop scrap book of their needs and aspirations. Task and Finish Group to conduct audit of activity and develop activities to address gaps and engagement with Youth Cabinet. RNAA working closely with Objective1 detached youth worker. Community Leadership Skills course being delivered by Swamp Circus for 20 local children as pilot for Local Democracy Week Course will be rolled out across RN and be delivered for young people and adults together to improve relationships and perceptions. Work has progressed with partners to develop a number of multi agency project including a community cohesion through sports bid in partnership with RMBC Sports</p>	<p>Young people engaging adults via task and finish group and community leadership course. Format of Area Assembly changed once a year to celebrate young people. Pilot project to deliver Community Leadership Course for young people will be rolled out across Rotherham North with some joint classes between young people and adults to improve</p>

2. ROTHERHAM NORTH

Key/Community priorities	Action	Milestone/ Outcome	Completion date	Lead	Progress	Impact
					Development/ Rotherham United /Rotherham Titans and Safer Rotherham Partnership ON TARGET	relationships and perception of each other.

3. ROTHERHAM NORTH

Key/Community priorities	Action	Milestone/ Outcome	Completion date	Lead	Progress	Impact
To target actions and tailor services so no-one is disadvantaged by where they live To measure perceptions about the change in the quality of life within neighbourhoods Provide parenting skills for local residents	Continue work around promoting parenting skills in Kimberworth Park and seek to extend this to other areas and develop additional services as appropriate. Work with Homestart to develop proposals around parenting support.	Map existing provision and promote existing provision through Rotherham North Networks Link with RMBC		Partners include Sure Start Central Existing vol/com organisations Children's Centres Children and Young People Services Stuart Platts Homestart Kimberworth Park Community	Work started through cluster Management Group to identify families in need of parenting skills. RNAS Kimberworth Park Community Partnership/ Homestart pilot online from October 2007. Other support includes "Positive parenting" skills and activities/support around Every Child Matters. Multi agency steering group established to oversee work of project and develop funding bids for extension of project. Coordinator and Family Support Worker linked into RN Frontline Workers Meeting.	Development of pilot project to address gap in service delivery. Good practice to be rolled out across Area Assembly. Project will be performance monitored throughout its lifetime as well as perceptions of change from client group

				Partnership South Yorkshire Key Fund RMBC Area Assembly Team	In consultation stage with communities to continue work via a partnership between Kimberworth Park Community Partnership and GROW with RN AA facilitating. ON TARGET	
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4. ROTHERHAM NORTH						
Key/Community priorities	Action	Milestone/ Outcome	Completion date	Lead	Progress	Impact
Target actions and tailor services so that no-one is disadvantaged by where they live Reduce anti social behaviour To transform the nature of service delivery to reflect the specific needs of communities To measure perceptions about the change in the quality of life within neighbourhoods	Mobilise Rotherham North Police Community Support Officers (PCSOs) on mountain bikes to increase response time and increase public reassurance	Proposal for funding to NRF Purchase of mountain bikes Training for PCSOs PCSOs mobilised Quarterly report to Coordinating Group		Partners include: South Yorkshire Police Richard Collingwood RMBC Area Assembly Team	PSCOs in place and patrols undertaken from early August with special launch event. RN AA and SNT Crime Survey being conducted across the area to assess impact of bikes on people's perception. Street Surgeries being held in NAG priority areas where bikes are present. ON TARGET	Issue of police response times raised by consultation with women for Women's Strategy – NRF funding allocated to purchase police mountain bikes, equipment and head cams.

4. ROTHERHAM NORTH

Key/Community priorities	Action	Milestone/ Outcome	Completion date	Lead	Progress	Impact
						<p>Increased visibility of police (bikes to be targeted at areas showing high level of fear and perception of crime through crime surveys) will increase public confidence, and reduce fear of crime Perception and fear of crime to be measures regularly via crime surveys.</p>

5. ROTHERHAM NORTH

Key/Community priorities	Action	Milestone/ Outcome	Completion date	Lead	Progress	Impact
<p>Target actions and tailor services so that no-one is disadvantaged by where they live</p> <p>Seek to develop a programme of social activities/ consultation events across the area assembly which helps create community spirit and social cohesion</p>	<p>Community cohesion events being held across the Area Assembly</p>	<p>Develop community cohesion as standing item as part of Rotherham North Community Involvement Forum.</p> <p>Area Assembly themed meeting to celebrate diversity and promote community cohesion within the area</p>		<p>Partners include: RMBC Area Assembly Team</p>	<p>RN AA team supporting events in Kimberworth; Kimberworth Park; Thorpe Hesley and Henley June Area Assembly – PROUD theme included: Mental Health Presentation; Bollywood Dancing; performances by Young People 50 plus club and West Central Women’s Forum supported by RN AA team</p> <p>October 2007 Area Assembly meeting theme – Celebrating Young People</p> <p>December 2007 Area Assembly meeting to bring together different ages and cultures to celebrate Christmas</p> <p>ON TARGET</p> <p>Quarter 3 Update</p> <p>Rotherham North Area Assembly Community Awards held in December 07 to celebrate community achievement.</p>	<p>Fun Days, consultation events and community days delivered and planned for Rotherham North Area Assembly meetings themed to be of relevance to wide range of community</p>

6. ROTHERHAM NORTH

Key/Community priorities	Action	Milestone/ Outcome	Completion date	Lead	Progress	Impact
<p>Target actions and tailor services so that no-one is disadvantaged by where they live. Seek to organise events and public meetings held across the area to enable residents to become involved in local decision making structures.</p>	<p>Develop appropriate support mechanisms to engage marginalised communities in community planning.</p>	<p>Development of Rotherham North plan for meaningful engagement by communities of interest in the planning process, including Women's Forum and LDF Workshop.</p>	<p>September 2007</p>	<p>Partners include: RMBC Area Assembly Team</p>	<p>Community Planning Pack produced LDF workshops facilitated through CPO and CSO (including specific event targeted at BME communities) Area Plan priorities consulted with west Central Women's Forum Young People's Task and Finish Group Area Assembly support to over 50's club More work planned to specifically target the four communities of interest</p> <p>COMPLETE WITH ON GOING DEVELOPMENT ACTIVITY including engaging residents with Joint Strategic Waste Development Strategy.</p>	<p>Fun Days, consultation events and community days delivered and planned for Rotherham North Area Assembly meetings themed to be of relevance to wide range of community Rotherham North Area Assembly team employing various methods to involve Rotherham North residents in priority setting/ influencing decisions etc.</p>

1. ROTHERHAM SOUTH						
Key/Community Priorities	Actions	Milestone/ Outcome	Completion date	Lead	Progress	Impact
<p>Assist people back into work</p> <p>Do more to enable and encourage new businesses to think local when recruiting staff (Area Assembly)</p>	Continue development of Job Match Scheme which works with prospective investors	Report to Co-ordinating Group		<p>Sarah Wilkinson (RiDO)</p> <p>Area Assembly Team</p>	<p>RiDO continue to work with inward investors e.g. J West Engineering, Templeborough, where 20 jobs have been created. In addition, provide recruitment and/or training support to start-up organizations, primarily based in Moorgate Crofts Business Centre and assist local companies looking to expand and recruit staff. In all cases, RiDO continue to work with local supply side partners primarily Jobcentre Plus and with local South Yorkshire companies who are downsizing to help employers source employees.</p> <p>Presentation to CG 12.9.07.</p> <p>COMPLETE</p>	

2. ROTHERHAM SOUTH						
Key/Community Priorities	Actions	Milestone/ Outcome	Completion	Lead	Progress	Impact
<p>Increase the opportunities for individuals to join healthy activities</p> <p>Increase participation in physical activities (Area Assembly, Canklow and Wellgate, Broom Valley and Moorgate Community Partnerships and Women's Strategy)</p>	<p>A major PFI programmed including introduction of new leisure facility</p> <p>for Town Centre on St Anns Road</p> <p>is being developed</p>	<p>Initial presentation to Area Assembly</p>		<p>Phil Rogers (RMBC Culture and Leisure Services)</p>	<p>Presentation submitted to AA 9.1.07</p> <p>St Ann's work begun July 2007 with pool base poured and 40% of steelwork in place – completion by Autumn 2008.</p> <p>Report to members in next few weeks to agree way ahead for site.</p> <p>INITIAL ACTIONS COMPLETE ON TARGET</p>	

2. ROTHERHAM SOUTH

Key/Community Priorities	Actions	Milestone/ Outcome	Completion	Lead	Progress	Impact
	Feasibility study into future of Herringthorpe changing rooms, sports and athletics facilities on fields and track	Progress report to Area Assembly		Phil Rogers (RMBC Culture and Leisure Services) Area Assembly Team	Stage 2 Lottery Bid submitted October 07 with decision expected in March 08. Stage 1 Feasibility study on Herringthorpe has been completed and consultation undertaken (Feb – Apr 08) on broad proposals. If proposals are approved detailed planning will begin in summer 2008. Clifton Park bid was submitted as planned the outcome will be known some time during March 2008. Presentation submitted to AA 4.3.08 COMPLETE	

3. ROTHERHAM SOUTH

Key/Community Priorities	Actions	Milestone/ Outcome	Completion date	Lead	Progress	Impact
<p>Reduce crime and anti social behaviour especially in the most deprived areas. Adopt a long term problem solving approach to crime and anti social behavior (Neighbourhood Action Group- NAG, Community Partnerships and Area Assembly).</p>	<p>Based on community priorities, define problems and develop solutions employing SARA model in the following geographic hotspots; - Canklow - East Dene - Eastwood Village</p>	<p>Multi-agency plans drawn up for the three geographic hotspots. Implementation of the plans. Review action taken to address problems and progress.</p>		<p>Members of NAG Area Assembly Team</p>	<p>NAG 12.10.07 received report reviewing six months progress in hotspots; Canklow, East Dene and Eastwood Village. NAG noted: Crime decreased by 4.4% Burglary by 26.9% Public Order by 26.8% TFV by 20.5% Theft from person by 17.9% Assault by 7.3% NAG noted, however, that damage to vehicles and dwellings increased and that 'Nuisance Youth' reports accounted for a ¼ of ASB. NAG decided to have next focus on 'Nuisance Youths' in East Dene, Eastwood Village and outside Wellgate House. New partners and resources have been identified to support work.</p> <p>ON TARGET</p>	

4. ROTHERHAM SOUTH						
Key/Community Priorities	Actions	Milestone/Outcome	Completion date	Lead	Progress	Impact
<p>Enhance environment and increase domestic recycling. Ensure improvements in quality of life through cleaner neighborhoods free from graffiti, litter etc (Community Partnership and Area Assembly)</p>	<p>Undertake major "Community Clean Ups" Promote Streetpride Devolved Budget and convene decision making meeting</p>	<p>Minimum of one clean up per year. An increased number of applications from a wider range of communities received. Approval of projects Implementation of projects</p>		<p>Colin Knight (Streetpride) Colin Knight (Streetpride) Area Assembly</p>	<p>Six clean ups, combined with Impact operation, completed before end of 3.08, a 7th funded by pooling NRF under spend and Streetpride Devolved Budget Increase in applications received. In terms of decision making, opened this up to meeting with community. AA team arranged a meeting on 25.4.07. Attended by 20 representatives of partnerships, NMP and AA attendees. Chair and Streetpride. Area Manager met to confirm and sign off decisions. These were communicated, and publicised, widely, including reports submitted to CG 16.5.07 and AA 3.7.07 outlining successful projects Progress report submitted to CG 12.2.08</p>	

5. ROTHERHAM SOUTH

Key/Community Priorities	Actions	Milestone/Outcome	Completion date	Lead	Progress	Impact
Broaden community engagement Ensure formal opportunities are available for communities to be consulted (Councillors)	Continue to hold regular meetings of Area Assembly	Schedule of monthly Area Assemblies – every first Tuesday - set through to end of calendar year		Area Assembly Team	Meetings held in every month except January and August. Recent evaluation shows increasing attendances over last 12 months and a perception that attendees are informed, listened to and able to influence. COMPLETE	
Take the Area Assembly to community by developing innovative, joined up engagement (Area Assembly)	Devise and implement a single Consultation Plan including the plans of statutory, voluntary and community partners	Complete single Consultation Plan Implement Consultation Plan		Area Assembly Team	Previous research highlighted that a vast majority of people do not engage in formal forums. Team engaged more than 500 people in order to inform next Area Plan priorities. Approach was designed to engage silent majority, those who might not otherwise be reached through traditional forums, as well as community partnerships and Area Assembly attendees .	

1. ROTHER VALLEY WEST

Key/Community Priorities	Actions	Milestone/Outcome	Completion date	Lead	Progress	Impact
<p>To increase the access to enterprise education, training and advice Break down the barriers which prevent people from accessing employment</p>	<p>Rotherham Youth Enterprise Treeton Enterprise Centre to provide support and guidance to young adults aged 16 and 30 to encourage them to explore business ideas and develop the skills and knowledge necessary to become self employed. To provide workspace for young people within the Treeton Enterprise centre to enable them to start up their own business.</p>	<p>Advice sessions held. Workspace taken up by Young People.</p>		<p>Rotherham Youth Enterprise Darren Mcdool Business Adviser</p>	<p>Ongoing Sessions delivered in RV college on Self employment - drop in sessions offered every week. Two new business start ups in centre bringing the total to 4 businesses on site. Ongoing advice /information sessions. One to One and college groups</p> <p>COMPLETE</p>	<p>To Transform the nature of service delivery to reflect the specific needs of the community. Rotherham Youth Enterprise tailor services specifically to young people's needs to promote awareness of opportunities in self employment and enterprise.</p>

1. ROTHER VALLEY WEST

Key/Community Priorities	Actions	Milestone/ Outcome	Completion date	Lead	Progress	Impact
	<p>Rotherham Ready Project to offer enterprise training to children and young people from age 4 to Key Stage 4 across the Rother Valley West Area. To liaise with Brinsworth and Aston Comprehensive Schools to offer careers and enterprise advice.</p>	<p>Enterprise training sessions held. Careers and enterprise sessions held.</p>		<p>Rotherham Youth Enterprise Catherine Brenthall Lesley Ellis</p>	<p>4 training events held. 100 Teachers in the borough received training & 10,000 plus enterprise learning activities recorded boroughwide. Healthy Eating Projects linked to Enterprise done with Y9 students at Aston comp, Production activity with Y9 students at Aston comp. Production activity with Y9 students at Brinsworth and at Aston Comp. Smoothie challenge done with Y10 students at Brinsworth Comp and Job search with Aston comp Y 11 students as part of their ASDAN award Team building activities with year 12 students at workshop with Brinsworth.</p> <p>ON TARGET</p>	<p>ON TARGET</p>

2. ROTHER VALLEY WEST

Key/Community Priorities	Actions	Milestone/ Outcome	Completion date	Lead	Progress	Impact
<p>To provide a learning framework which enables everyone to reach their full potential. Engage with schools through the Extended Services Agenda.</p>	<p>Work with a range of projects involving schools, children and young people and communities to further involve schools within their local community. Focus on delivering services to meet both the needs of the school and identified local priorities.</p>	<p>Links with projects established. Partnership working arrangements established. Local needs identified. Local priorities identified.</p>		<p>RMBC Extended Schools Partnership Officer David Metcalfe Tracey Watson</p>	<p>Officers now based at Catcliffe Primary School. Planning event held for Brinsworth and Aston School Clusters. Audit of schools in Aston now completed at all the three schools. Developing audit toolkit to identify school needs. Visits arranged with Brinsworth Cluster. Development of Children and Young people's Locality teams have impacted on proposed progress. Area Assembly representative to sit on the Planning Group for Catcliffe and Brinsworth Phase 2 Children's Centre</p> <p>ON TARGET – ROLL OVER TO AREA PLAN 2008/09</p>	

3. ROTHER VALLEY WEST

Key/Community Priorities	Actions	Milestone/ Outcome	Completion date	Lead	Progress	Impact
<p>To promote and provide for physical activity, healthy lifestyles and mental wellbeing. Create and sustain opportunities for individuals to be involved in a wide range of high quality physical and sporting activities.</p>	<p>Sports Development in South Rotherham will develop opportunities by working in areas across Rother Valley West including NRF target areas and with young people, older people and BME communities to develop Sports Action Groups which will help clubs, players, coaches and officials develop the highest possible standard. Through the Sports Development Unit assist local sports clubs to deliver and</p>	<p>Sports Action groups developed. Linkages made with local sports clubs. Community Football Development programme delivered.</p>		<p>RMBC Sports Development Officer Owen Swift Chris Siddall</p>	<p>Rotherham Area Cricket Development Group established. Rotherham Area Tennis Development Group continuation. Rotherham Area Rugby Union Development Group Established. Comprehensive programme of after school sport and physical activity clubs delivered in Thurcroft recently Alternative provision identified and funding acquired. Co-ordinated programme of Summer Holiday and October half term provision across area for youth and young people. Brinsworth, Aston, Thurcroft. Support and Assist Thurcroft Sports Federation. Multi-sports programme being delivered by Northern Sports Academy. Half term activities for Young People.</p> <p>ON TARGET</p>	<p>To target actions and tailor services so that no-one is disadvantaged by where they live Projects are developed in areas of disadvantage and target young people, older people and BME communities to increase opportunities to be involved in high quality physical and sporting activities.</p>

	develop safe, equitable, quality sporting opportunities across Rotherham. Deliver the Community Football Development Programme					
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4. ROTHER VALLEY WEST						
Key/Community Priorities	Actions	Milestone/ Outcome	Completion date	Lead	Progress	Impact
<p>Reduce incidence of anti-social behaviour and drug and alcohol related crime.</p> <p>Reduce Anti-social behaviour in hot-spots by involving young people in positive activity.</p>	<p>Responsive Youth Work Project.</p> <p>Provision of outreach youth work sessions 3 times a week in hotpot areas identified through the Area Assembly and Neighbourhood Action Group</p>	<p>Youth Workers Recruited.</p> <p>Hot spots identified.</p> <p>Outreach sessions implemented.</p>		<p>Children and Young People's Service.</p> <p>RVW Area Assembly.</p>	<p>Hotspots of Brinsworth, Aston and Thurcroft identified and outreach sessions delivered from April 07, Youth workers appointed July 07.</p> <p>Engagement continues with young people in communities to identify projects and consultation held with young people in Brinsworth around Multi-use games area</p> <p>3 Information events plans</p> <p>Intergeneration event planned</p> <p>Links made with Parish Councils ,Junior Wardens Scheme, Police and Fire Service and Extended</p>	<p>To Target actions and tailor services so that no-one is disadvantaged by where they live.</p> <p>Engagement and consultation with young people have resulted in projects being developed in areas of</p>

4. ROTHER VALLEY WEST

Key/Community Priorities	Actions	Milestone/ Outcome	Completion date	Lead	Progress	Impact
					<p>Schools. 3 Information Events held Residential trip to Houses of Parliament. Intergenerational Event Feb 08. Consultation at Brinsworth Comprehensive School with Youth Council. Continued outreach sessions held in hotspots. Graffiti projects planned. Celebration Event planned March 08 and Quid-in bid for Skate Park at Thurcroft. ON TARGET</p>	<p>disadvantage and have targeted young people at risk of anti-social behaviour.</p>
	<p>Deliver Junior Wardens project</p>	<p>Junior Wardens recruited. Environmental Initiatives undertaken. Presentation to Area Assembly meeting.</p>		<p>RMBC John Parks</p>	<p>Projects held at Aston Springwood School and Brinsworth. First set of Junior Wardens presented with certificates in May. Summer activities carried out by Junior Wardens in Brinsworth, Aston and Thurcroft Project to be delivered in Thurcroft starting in November. 30 young people participating at the moment. 40 young people on waiting</p>	<p>To Target actions and tailor services so that no-one is disadvantaged by where they live. Engagement with young people aged 8 – 11 have resulted in raising young people's</p>

4. ROTHER VALLEY WEST						
Key/Community Priorities	Actions	Milestone/ Outcome	Completion date	Lead	Progress	Impact
					<p>list. Project currently being delivered in Thurcroft at the Primary School and involving the Willows Special School. Litter picks carried out in Church yard and surrounding area February Half-Term activities plans Community environmental clean up event planned for March 08 – to be led by Junior Wardens</p> <p>ON TARGET</p>	<p>awareness of environmental issues and anti-social behaviour so that these young people are not at risk of anti-social behaviour in the future.</p>

5. ROTHER VALLEY WEST						
Key/Community Priorities	Actions	Milestone/ Outcome	Completion date	Lead	Progress	Impact
<p>Improve the environment in terms of general appearance. Implement Environment improvements to deter anti-social behaviour.</p>	<p>Indemnify improvements to be funding from Streetpride Devolved Budget.</p>	<p>Approval of Schemes. Implementation of Schemes.</p>		<p>RMBC Streetpride Shirley Hallam</p>	<p>Schemes signed off for 2007/08. Schemes completed by March 08.</p> <p>COMPLETE</p>	<p>To Target actions and tailor services so that no-one is disadvantaged by where they live.</p>

1. WENTWORTH VALLEY

Key/Community Priorities	Actions	Milestone/ Outcome	Completion date	Lead	Progress	Impact
<p>To break down the barriers which prevent people from accessing employment</p> <p>To Promote volunteering opportunities to gain experience in order to access employment</p> <p>To run a Communication and consultation programme with relevant stakeholders and communities of interest to explore ways to overcome barriers to accessing employment.</p>	<p>To continue supporting and promoting learning, volunteering and qualifications through Stepping Stones Children's Centre and the school cluster. Identify and publicise volunteering/shadowing opportunities with Community Housing Services (especially link into Youth Service Placement Scheme). Promote access to all economic activities. Consult with local residents to identify barriers</p>	<p>Agreement of interest in volunteering/shadowing within community Programme of volunteers in place. Outcomes monitored (ongoing), analysed and reported back to AA. Pilot to be promoted within WV Area Assembly newsletter and Website Organise workshop. Produce report of consultation activities in Maltby Flanderwell Establish Community Learning Forum</p>		<p>Julie Wilkinson ESPO Alice Davies ESCO Voluntary Action Rotherham Volunteer Centre Di Stirling-Chow RMBC (Sandra Tolley now lead) Darren Smithson RMBC IDP to co-ordinate workshop Julie Roddis Learning & Planning Co-ordinator CYPS - Rotherham Learning Communities Sandra</p>	<p>Audit of Extended Service provision in WV underway, Agreement for young people and community volunteers to work with CHS. YPEMT&FG to identify work experience options for young people. Liaison with HR underway re insurance issues/age barriers. Awareness raising by providers and residents re Rotherham Learning Communities project and the proposal of developing a Maltby Community Learning Forum. Information stand, consultation and promotion events undertaken at Maltby Celebration Event, Birks Holt estate and various community groups including Maltby Festival. Undertaken initial mapping exercise to identify community buildings and resources within the Area Assembly. Networking with local groups to raise awareness of Rotherham Learning Communities project CHS, Adult Learning and</p>	<p>Changes in procedures within CHS so that young people volunteering & shadowing (depending on age) can be implemented. HR protocols to be reviewed accordingly. Residents in deprived areas now aware of learning opportunities within their area. Partnership working effected via links to Extended Services and Interventions Team, providing a wider base of</p>

	to learning and training opportunities. Establish a process and structure to support the development of local learning and training opportunities. Link with programme to ensure lettings via Property Shop for council , RSL and private sector stock has clear links to local employment	In Maltby Flanderwell Produce a Community Learning Plan for Maltby Flanderwell. Information on accessing housing via the Property Shop advertised in jobcentres & other community venues. Information provided to APM and circulated to local job centre etc.		Tolley RMBC	Extended Services took part in Area Assembly workshop on community priorities. Learning Plans published on new website. COMPLETE	services. Two community groups took advantage of PC/Internet funding from within the NRF areas. Service amendments to be based on the consultation at the Area Assembly Area Plan session along the priorities in this topic that came out in the discussion:
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2. WENTWORTH VALLEY						
Key/Community Priorities	Actions	Milestone/ Outcome	Completion target date	Lead	Progress	Impact
To support the development of new and existing businesses across the area make sure that	Create a where-to-go leaflet that is disseminated to all frontline and tele-based staff.	Produce leaflet/A-Z Guide. Organise workshop through		IDP to drive the workshop setting Tom Sweetman	Service directory for WV completed. Electronic version published on WV Area Assembly web portal. Work underway with	Many “official” records, both on the Rotherham website and directory

2. WENTWORTH VALLEY

Key/Community Priorities	Actions	Milestone/ Outcome	Completion target date	Lead	Progress	Impact
everyone in community services are aware of where to signpost	Promote workshops on creating and supporting business setups. Marketing/publicity information about CHS to be made available to range of community services within Wentworth Valley area assembly area	community groups. Publicity information pack produced. Information on all services with Area Partnership manager for circulation. Presentation at Area Assembly on Community Housing Services.		RMBC	Rotherham Commerce and Adult Learning. Information shared and supported by presentation on Community Housing Services to Area Co-ordinators' Group and through the Area Assembly workshop in September. Work ongoing with RiDO and The Employment Service, both working within Maltby ON TARGET	websites (e.g. Thompson's) are incorrect and of date. To be corrected for web launch. Adult Learning conducted presentations to local community groups to promote related events.

3. WENTWORTH VALLEY

Key/Community Priorities	Actions	Milestone/ Outcome	Completion date	Lead	Progress	Impact
Give young people real voice and influence over the issues that affect them. Ensure communities have	Ensure that children and young people (of all ages) are actively involved in the design, delivery and	Children & Young People's Single Plan and Well-Being Strategy		All organisations working in the area. Emma Heyes (Policy & Planning)	On-line Lifestyle Survey undertaken at Maltby and Wickersley Comprehensive Schools including leading healthy lifestyles, drinking, smoking, bullying and emotional well-being.	Results expected in Autumn term and will be utilised to inform service improvements and address areas of concern.

3. WENTWORTH VALLEY

Key/Community Priorities	Actions	Milestone/ Outcome	Completion date	Lead	Progress	Impact
<p>the support they need to develop their involvement with issues that affect their lives</p>	<p>evaluation of services they receive and in the development of the communities they live in. Support organisations, departments, services and groups to actively involve children & young people (of all ages) & to give them real voice and influence.</p>			<p>Young People Engagement Task & Finish Group (Area Assembly) & CYPS</p>	<p>Young People’s Area Assembly and Young People’s Coordinator Group established. YPAA report completed. Links forged with V, Young Chamber and Youth Cabinet.. Links into CYPS working exceptionally well, young people action plan developed. CYPS programme delivering massive service and assistance to objectives. YPAA has integrated action plan into WV Area planning process, links being forged on alcohol abuse new campaign beginning.</p> <p>COMPLETE</p>	<p>YPAA has led to wider media coverage than normal AA , and is changing the way agencies deal with young people. All departments and partners engaged with the YPAA session thought it hugely beneficial. Protocols for closer working with NAS and CYPS now being developed. CYPS supporting process and operationally providing resources, looking to link directly into Locality Teams and their service plan. YPAA provides a reachout group for the new CYPS Locality Teams that will enable</p>

3. WENTWORTH VALLEY

Key/Community Priorities	Actions	Milestone/ Outcome	Completion date	Lead	Progress	Impact
						them to reach young people not part of the usual engagementYP have influence over all local partners and assist challenge stereotyping of young people.

4. WENTWORTH VALLEY

Key/Community Priorities	Actions	Milestone/ Outcome	Completion date	Lead	Progress	Impact
<p>To promote community cohesion and celebrate the contribution of all to the area.</p> <p>Absent Landlords.</p>	Engage private landlords in regeneration programmes. Work with planning, registered social landlords and private developers to improve the quality, choice and thermal efficiency of housing.	Build a list of absentee landlords Information pack dedicated to absentee landlords developed. Pack circulated to various services including Environmental Health and APM. Team leader to be available to meet		HMR leading but working in partnership with Regeneration Team and Sandra Tolley Gordon Smith Housing Solutions Officer 4382 and Claire Boldy RMBC	New Task & Finish Group established Information pack developed and distributed. Pilot audits undertaken. Information on scheme forwarded to APM and Area Co-ordinators' Group. CHS & Enforcement Teams presented at Area Assembly September. Task & Finish Group prepared cabinet report . Initial actions complete Cabinet Report results to be progressed.	New emphasis on problems caused by landlords . Created Rotherham Private Sector Landlord Scheme in operation and on target to include 116 properties by year end. Cabinet report submitted

4. WENTWORTH VALLEY

Key/Community Priorities	Actions	Milestone/ Outcome	Completion date	Lead	Progress	Impact
	<p>To promote improvements of properties that belong to other housing providers including the absentee landlords. Target absentee landlords to consider joining the Accredited Private Sector Landlord service via the Property Shop</p>	<p>landlords as part of wider approach to talking issues.</p>			<p>Report to go forward to Area Chairs for discussion on ways forward.</p> <p>INITIAL ACTIONS COMPLETE</p> <p>ON TARGET</p>	<p>collating all known powers, and recommends a coordinated policy statement from RMBC to bring enforcement and support. Will continue into the new Area Plan.</p>

5. WENTWORTH VALLEY

Key/Community Priorities	Actions	Milestone/ Outcome	Completion date	Lead	Progress	Impact
<p>To ensure communities have the support to develop their involvement with issues that affect their lives. Integration and inclusion strategies for young people</p>	<p>Regular consultation and involvement through walkabout and especially with young people and 2010. Supports the development of TARA's and other group representing communities of interest. Here's the Deal Support . Links with the cluster & individual schools re: establishing projects, volunteering & citizenship. Young People Engagement Model to be delivered throughout</p>	<p>Feedback via Young People Engagement T&F Group Publication 4 projects</p>		<p>2010 and working in partnership with Youth & Children Services CDMs 2010 Julie Wilkinson ESPO Alice Davies ESCO Area Assembly/ Maltby Links/Youth Council/Youth Services</p>	<p>The CDM and NC working along side community. Annual programme of walkabout's developed. Heres the Deal launched. Group established, ToR adopted, plan of service committed by agencies compiled and top 6 priorities assessed. NRF funding used successfully for young people related projects (portable youth shelter, arts and culture, extended schools and family learning) Heres the Deal launched. Groups and links set up with agencies in Birks Holt, Flanderwell and Sunnyside NRF funding used successfully for young people related projects (portable youth shelter, arts and culture, extended schools and family learning).</p> <p>COMPLETE</p>	<p>Increased activities for YP, leading to reduction in ASB calls in Maltby. Engagement with young people well established throughout WV AA Young People are not the usual youth service engaged youngsters - wider access to opinions from young people. Protocols between WVAA/ CYPS being developed. Issues of safety on public transport at night backed by local MP. WVAA to be PBS pilot.</p>

5. WENTWORTH VALLEY

Key/Community Priorities	Actions	Milestone/ Outcome	Completion date	Lead	Progress	Impact
	Wentworth Valley, linking to existing borough and regional plans.					

6. WENTWORTH VALLEY

Key/Community Priorities	Actions	Milestone/ Outcome	Completion date	Lead	Progress	Impact
<p>Deliver an affordable housing/social housing programme that supports the local community, those at risk and those with special needs</p> <p>Provide affordable housing programme in the WV area.</p> <p>Deliver aspirational housing.</p>	<p>Provide move-on accommodation to people currently living in highly supported Special Needs Schemes in the Borough. Develop a strategy for unsustainable garage sites. Introduce new equity release schemes to support the affordability</p>	<p>First unit availability by end 2007</p>		<p>Di Stirling-Chow (now Sandra Tolley) Arches WV Area Assembly Office Paul Benson HMR Regeneration Manager</p>	<p>Affordable Housing Needs Consultation undertaken in May 2007. Draft HMR development report published and further consultation undertaken. S106 Strategy Document Produced APM involved in RSL selection process Further sites now identified and initial work begun. Huge rolling programme initiated by CHS and HMR delivering aspirational and affordable housing to area.</p> <p>COMPLETE</p>	<p>Need for flexible Affordable Housing. Property in Maltby agreed ale at discount from Council ownership to RSL for shared ownership in direct response to community requests for affordable housing for local families. Other sites identified. RSLs selected on basis of</p>

6. WENTWORTH VALLEY

Key/Community Priorities	Actions	Milestone/ Outcome	Completion date	Lead	Progress	Impact
	agenda. Support the Development of affordable housing through planning S106 agreements. Develop South Yorkshire design guide					ability in providing low rent, low-cost ownership and joint ownership options within new builds.

1. WENTWORTH NORTH

Key/Community Priorities	Actions	Milestone/ Outcome	Completion date	Lead	Progress	Impact
Breakdown the barriers that prevent people from accessing employment To support the	Promote the development of borough wide social enterprise projects	Area assembly to arrange meeting with Social Enterprise training organisation		Rotherham Social Enterprise Private and public partners	Contact made with partners in training provision. Initial workshop held and partners identified. Planning issues being fed into LDF development Contact made with	To transform the nature of service delivery so no-one is disadvantaged by where they live

1. WENTWORTH NORTH

Key/Community Priorities	Actions	Milestone/ Outcome	Completion date	Lead	Progress	Impact
<p>development of new and existing businesses across the area</p> <p>Support and encourage the development of social enterprise and community enterprise</p>	Encourage the economic re-use of redundant buildings			including the Wentworth Estate	<p>community partners. Project work taking place where community has indicated an interest. Partnership work continues between SEE and partners until funding ends in July. LDF development continues</p> <p>COMPLETE</p>	Ensuring representations and community concerns are fed back into policy development

2. WENTWORTH NORTH

Key/Community Priorities	Actions	Milestones	Completion date	Lead	Progress	Impact
<p>To measure perceptions about the change in the quality of life within neighbourhoods.</p> <p>To promote community cohesion and celebrate the contribution of all to the area.</p> <p>Support the development of community activity and community structures. To transform the nature of service delivery so no-one is disadvantaged by where they live.</p>	<p>Work with communities on the development of cohesive activities that seek to include marginalised communities.</p> <p>Support the revision, refresh and development of community plans.</p> <p>Conduct Equality and health impact assessments.</p> <p>Support the development of forums and structures that seek to bring communities together to plan, work, share good practice and</p>	<p>Support community gala events and ensure an assembly presence</p> <p>Revision strategy in place</p> <p>Part of area plan planning activity</p> <p>Establish a Wentworth North Workers Forum</p>		<p>Wentworth North Area Assembly</p> <p>Michael Hill</p>	<p>Wentworth North Workers Forum established and meeting.</p> <p>Plan refreshes in place.</p> <p>Wentworth Parish plan being developed in partnership with community</p> <p>Workers forum review due to begin at next quarterly meeting</p> <p>Community galas attended</p> <p>Working with Social Enterprise Europe to develop community capacity, share good practice and network.</p> <p>Area Assembly presence at all 3 major community galas during summer.</p> <p>Due to the development of locality teams and resource issues the decision was reached to suspend meetings of the forum until such time as the CIO post is filled or locality teams come into the area.</p> <p>Pilot has proved successful and further work can be based on this</p>	<p>Providing community and officers an opportunity to work together on planning processes and share good practice.</p> <p>Raise profile of assembly and provide a public presence</p>

2. WENTWORTH NORTH

Key/Community Priorities	Actions	Milestones	Completion date	Lead	Progress	Impact
	support each other.				<p>model in future.</p> <p>PILOT COMPLETE</p>	
	Develop “global” resources that have been identified as gaps in existing provision	Identify gaps via consultation		Brampton and West Melton Community Partnership	<p>Limited partnership activity taking place after failure of external applications</p> <p>Community audit has taken place. Details shared as part of extended schools process.</p> <p>COMPLETE</p>	Extended schools agenda is allowing for mapping of current services, statutory or voluntary provision

3. WENTWORTH NORTH

Key/Community Priorities	Actions	Milestones	Completion date	Lead	Progress	Impact
<p>To provide a learning framework which enables everyone to reach their full potential.</p> <p>To ensure that every child is able to achieve their full potential.</p>	<p>RMBC's Children and Young Peoples Services to develop the Extended Services Project.</p> <p>RMBC's Children and Young Peoples Services to develop the Extended Services Project.</p>	<p>Perform audit of school activities related to the Extended Services Core Offer to provide a base line and gap analysis for future planning and inform the Training Development Agency (TDA) of schools position relative to the core offer.</p> <p>Perform audit of community based services to assist schools in meeting the core offer</p> <p>Introduce Area Plan to Wentworth North school clusters for consultation on the 2007 – 08</p>		<p>RMBC Children and Young Peoples Services</p> <p>Chris Pope Anita Pickering Maria Bailey</p>	<p>Work to engage young people in activities likely to reduce nuisance and anti-social behaviour is a priority.</p> <p>First meeting of Wath and Swinton extended school clusters took place in January.</p> <p>Locality managers recruited.</p> <p>Clusters have continued to meet and have both set initial priorities for action.</p> <p>Plans being drawn up.</p> <p>ON TARGET</p>	<p>To transform the nature of service delivery so no-one is disadvantaged by where they live.</p>

3. WENTWORTH NORTH

Key/Community Priorities	Actions	Milestones	Completion date	Lead	Progress	Impact
		plans. Work with existing childcare providers to ensure sustainable, quality assured provision across the area, in line with Ofsted standards.				
	Support the involvement of young people and the development of activity to raise the aspiration and attainment of young people.	Continue projects with young people Identify good practice		Wath Community Partnership Joyce Maleham	Wath community partnership has reorganised itself after the loss of external funding. Youth work has been a priority and monies have been secured to run activities over Christmas and up to Easter. Projects ran, monitoring completed and funding successfully drawn down. At Partnership meeting April 08, offer to work with partners to raise funding and continue activity was	

3. WENTWORTH NORTH						
Key/Community Priorities	Actions	Milestones	Completion date	Lead	Progress	Impact
					extended. COMPLETE	
	Work to engage young people in activities likely to reduce nuisance and anti-social behaviour	Aim to commission go - kart project in partnership with Life Project		South Yorkshire Fire and Rescue Service Chris Lewis	Monies obtained and work completed successfully COMPLETE	

4. WENTWORTH NORTH						
Key/Community Priorities	Action	Milestones	Completion date	Lead	Progress	Impact
<p>To promote physical activity, healthy lifestyles and mental well-being</p> <p>To improve the health and well being of the residents of Wentworth Area Assembly</p> <p>To target actions and tailor services so no-one is disadvantaged by where they live</p>	To maintain health Area Profiles, which will help inform locality planning. This includes the consideration of any target groups (for example the elderly residents in Wentworth Parish and their community care requirements)	Updated Area Profile Locality planning informed by health profiles		RMBC, Rotherham PCT FACT Team, PHS	ON TARGET	
	To use evidence from health profiles, lifestyle surveys, and health needs assessment to target health promotion initiatives, and	Provision of rationale for initiatives Evidence based and sustainable health promotion activity		RPCT, RMBC, communities, independent/voluntary sector	ON TARGET	

4. WENTWORTH NORTH						
Key/Community Priorities	Action	Milestones	Completion date	Lead	Progress	Impact
	to implement sustainable and evidence based activity in Wentworth North communities					
	To use evidence from health equity audits to address inequalities within the Area Assembly. (E.g. Breastfeeding and smoking cessation equity audits)	Equity Audits completed. Prioritisation of service delivery based upon health equity audit.		Rotherham PCT Equality Audit development Worker, PHS	ON TARGET	
	To provide a Public Health perspective on community's articulated health concerns and link to evidence base practice.	Public health perspective/evidence base provided. PCT and RMBC Planning better informed by community concerns and priorities.		Rotherham PCT, RMBC, communities, independent / voluntary sector, PHS	ON TARGET	
	To support the implementation of Smokefree	Smokefree environments People are protected		RMBC, Rotherham PCT, Rotherham Chamber of	Smokefree information events held throughout	

4. WENTWORTH NORTH						
Key/Community Priorities	Action	Milestones	Completion date	Lead	Progress	Impact
	Rotherham in Wentworth North Area Assembly.	from exposure to tobacco smoke.		Commerce, Community, Tobacco Control Co-ordinator	the area Smokefree Rotherham implemented COMPLETE	
	Provide links to other PCT representatives from Provider services.	Links made with wider PCT Increased awareness of Wentworth North issues.		Provider services PHS	ON TARGET	
	To raise awareness and improve access to information to the local community on affordable warmth	Increased number of people taking benefit of Affordable Grants Improved energy efficiency of homes	April	RMBC, Rotherham PCT, Voluntary & Independent Sector and the local community. Affordable Warmth Strategy group	Roll out of RMBC project continues. Presence at area assembly meeting in January. ON TARGET	

5. WENTWORTH NORTH

Key/Community Priorities	Actions	Milestones	Completion date	Lead	Progress	Impact
<p>Totarget actions and tailor services so no-one is disadvantaged by where they live</p> <p>To reduce the incidence of anti-social behaviour, alcohol and drug related crime</p> <p>Support the development of Safer Neighbourhood Teams (SNTs) in Wentworth North</p> <p>To measure perceptions about the change in the quality of life within neighbourhoods</p>	<p>Establish NAGs (Neighbourhood Action Groups) as part of the working of the SNT</p>	<p>Establish three geographical priority neighbourhoods to act as the focus for coordinated activity</p> <p>Develop action plans to address key issues</p> <p>Review priority areas after six months</p>		<p>RMBC Safer Neighbourhoods Team</p> <p>Janet Greenwood</p>	<p>Geographical priority neighbourhoods established.</p> <p>Action plans in place and being delivered against</p> <p>Short term wins showing benefits</p> <p>Priorities reviewed</p> <p>Task and finish groups set up to target actions to address key issues and reports made to JAG on several issues</p> <p>ON TARGET</p>	
	<p>Inform residents in Wentworth North about the Emergency Planning</p>	<p>Emergency planning to form an agenda item at the Wentworth North area assembly</p>			<p>RMBC Economic Development Services</p> <p>Alan Matthews</p>	<p>Emergency planning presentation delivered</p> <p>COMPLETE</p>

5. WENTWORTH NORTH

Key/Community Priorities	Actions	Milestones	Completion date	Lead	Progress	Impact
	process that exists within the RMBC					ds
	Reduce incidence of anti-social behaviour through the engagement of young people in positive activity within target communities	Run a six month pilot go- karting project Refer candidates to life project All participants to undertake First Aid certificate		South Yorkshire Fire & Rescue Service Chris Lewis	External funding has been secured to run a go-karting project COMPLETE	Anti social behaviour by young people is a main identified community concern. This project seeks to engage with those young people identified at risk or disengaged and to deliver monitored and demonstrable outcomes

5. WENTWORTH NORTH

Key/Community Priorities	Actions	Milestones	Completion date	Lead	Progress	Impact
		Create Steering group to work with volunteers and statutory services to create interesting diversionary activity (incorporating training) for young people		Swinton Community Partnership	<p>Steering group established for sports and leisure facilities continues to meet and plan despite loss of paid worker.</p> <p>Working with Groundwork as project managers on play and sports facilities bid. NRF Area Assembly funding secured to project.</p> <p>MUGA opened in March. Floodlighting secured.</p> <p>One changing area on order. Second has been delayed because of misunderstanding with funder. This has been cleared up and the SCP asked to resubmit bid. Should be complete by July</p> <p>ON TARGET</p>	No-one is disadvantaged by where they live.
	Develop close cooperation and liaison	Hold a Community Safety surgery at Partnership premises		Swinton Community Partnership	Community safety surgery initiated. Illness and loss of funding led to service being	To transform the nature of service delivery so no-one id

5. WENTWORTH NORTH						
Key/Community Priorities	Actions	Milestones	Completion date	Lead	Progress	Impact
	with local agencies including the youth service, police and community wardens			Community Warden	withdrawn COMPLETE	disadvantaged by where they live.

1. WENTWORTH SOUTH					
Community Priorities	Actions	Milestones/Outcomes	Completion Dates	Lead	Progress
<p>Improve the transport links and infrastructure to improve accessibility to employment opportunities To reduce congestion at peak times on key routes across the area, such as A630 road.</p>	<p>A630 Quality Bus Corridor Scheme implementation will contribute to the next phase of local Transport Plans aimed at linking local people to employment opportunities across the sub region</p>	<p>Feasibility study on potential to extend existing bus priority lane to Whinney Hill. Improvements to Fitzwilliam Road section of A630</p>	<p>July 07</p>	<p>Tom Finnegan-Smith Environment and Development Services</p>	<p>Revised completion date of March 08. Design passed to consultants for computer model of traffic flow – work to be complete April 2007 Subject to favourable results work will be programmed into 2008/09 financial year. Revised completion date of July 07 - May be delayed due to H&S exec closure of site and adverse weather</p> <p>Completed November 2007</p>
	<p>Broad Street A633 QBC improvements, including carriageway widening near Taylors Lane Roundabout, alterations to signals at junction of Broad Street and Greasbrough Road</p>	<p>Community Consultation Completion</p>	<p>April 07 July 07</p>	<p>Tom Finnegan-Smith Environmental and Development Services</p>	<p>May be delayed due to adverse weather</p> <p>Work completed December 2007</p>

1. WENTWORTH SOUTH					
Community Priorities	Actions	Milestones/Outcomes	Completion Dates	Lead	Progress
	A6123 Herringthorpe Valley Road junction with Ridgeway, junction improvements	Feasibility study on whether improvements can be achieved. Consultation	May 07 June 07	Tom Finnegan-Smith Economic and Development Services	Revised completion date of July 07 - Scheme delayed due to pressure on traffic modelling resources. Revised consultation date of Sept 07 Detailed design currently being drawn up by Streetpride. Anticipated start date for work May 2008. ONGOING
To increase the provision of information about the availability of transport services linking the different neighbourhoods across the area, and rural villages	To provide Travel Planning for businesses, information, service provision.	Identify planning requirements	May 07	Pam Horner SYLTE	Rural Team at SYLTE looking at increase of provision. Offered to give a presentation to Co-ordinating Group. ONGOING
		Identify required funding & secure required funding.	Aug 07		
		Produce plans and information and distribute	March 08		
	To ensure all Children's Centres hold local public transport information	Timetables and related information in all Children's Centres reception areas.	March 08	Helen O'Keefe Extended Services	Timetables can be accessed through touch screen kiosks, but no paper timetables/ information stored. COMPLETE
To provide accessibility to employment and services especially to Parkgate Retail Park and the	To reduce traffic congestion at Parkgate Retail World.	Widening of Broad Street north-bound to increase the exit capacity of Taylors Lane Roundabout.	2008/2010	HMR Manager lead via Steering group	Completed December 07

1. WENTWORTH SOUTH					
Community Priorities	Actions	Milestones/Outcomes	Completion Dates	Lead	Progress
Dearne Valley		Prohibition of left turn from Greasbrough Road into Broad Street	2008/2010	EDS	Completed December 07
		Additional parking on Broad Street	2008/2010	EDS	Completed December 07
		Reversal of one-way operation of Bear Tree Street.			
	Provide access to information and ticketing initiatives to promote the use of public transport, through the SYPTE's Business Travel Advisers	Initial meeting with SYPTE	April 07	APM, SYPTE, Co-ordinating Group	Travel planning is available on request from businesses. SYPTE carried out travel to work surveys and give presentations to staff.
		Agree scope of initiative and range of information to be developed	May 07		
		Agree timetable for production of information	June 07		
		Area Assembly team to distribute the information	August/Sept 07		

2. WENTWORTH SOUTH					
Community Priorities	Actions	Milestones/Outcomes	Completion Dates	Lead	Progress
<p>To provide a learning framework which enables everyone to reach their full potential.</p> <p>Support parents, schools, colleges and communities to raise aspirations, as well as educational and learning achievement levels</p>	<p>To work with Thrybergh and Clifton Excellence in Schools Initiatives(EAZ) to identify gaps in existing provision, and develop inter-agency approach to bridge the gaps-</p> <p>Thrybergh EAZ has identified need for :</p> <p>Family Support Workers to link to provide more coherent and co-ordinated support for children and Families with greatest needs and difficulties, and to increase the active involvement of parents in the education process.</p>	<p>Report to Coordinating Group and Area Assembly</p>	<p>Aug 2007</p>	<p>Tony Price (Thrybergh EAZ), and Barry Gow (Clifton EAZ), Jackie Ingham, WS Area Assembly Co-ordinating Group</p>	<p>Membership of Dalton area Action Group integrating AZ work with that of new workers in ICT and Inclusion</p> <p>RA3 Project aimed at family learning through science and technology.</p> <p>Numerous projects; 3 in each primary and 6 in Thrybergh Comprehensive including Bright Sparks Clubs on Saturday mornings 40 families. Science bridge building projects etc</p> <p>Specialist school bid for Sports College status involving wider community and community plans targeting parental involvement and training, EAL families and disengaged 16-20 year projects. Confirmation of Specialist Sports College status. Further funding secured to continue scheme.</p> <p>COMPLETE</p>

2. WENTWORTH SOUTH					
Community Priorities	Actions	Milestones/Outcomes	Completion Dates	Lead	Progress
	Community Learning works with parents to raise their aspirations for themselves and their children	A programme of learning is delivered	Aug 08	Bronwen Watson Community Learning RMBC	Member of staff identified to work with schools in community to develop parental involvement in policies and timetables of engagement, information and involvement sessions. COMPLETE
					Programme Learning delivered - St Gerard's 10 week reading course. Dalton Children's centre – exploring together. High Greave – working with dads training event. High Greave Juniors and Infants – Rowdy Robots. Being delivered - St Gerards – SATS Training. Dalton Foljambe – In Step with Books COMPLETE

2. WENTWORTH SOUTH					
Community Priorities	Actions	Milestones/Outcomes	Completion Dates	Lead	Progress
	RCS has range of initiatives to further effective school-family-community partnerships to increase academic achievement	New initiatives: Group of 30 Y9 students trained and working as peer support to other students – PAL On site Counsellor – 200 students will be seen	Sept 07 Reduced incidence of bullying issues	Rachel Mullins, Rawmarsh Community School	26 PAL's (Pro-Active Listeners) have completed their training and will be supporting students from September 2007. COMPLETE
	To offer parenting and family support through on-site facility in Rawmarsh Community School through a range of programmes such as "Family Links" strengthening families sessions.	Will run Family Links twice in 2007/08 and 8 to 10 families through school links	Apr-Jun 07 Oct-Dec 07	Rachel Mullins, Rawmarsh Community School	4 families completed sessions during April-June 07. A further 3 families completed sessions between October and December 07. The effect on the relationships between members of these families has been profound and the young people involved have significantly improved. COMPLETE

3. WENTWORTH SOUTH

Community Priorities	Actions	Milestones/Outcomes	Completion Dates	Lead	Progress
<p>Reduce Health Inequalities To improve and promote the emotional health of the population of Wentworth South.</p>	<p>Evidence from equity audits will be used to direct Primary Care Mental Health Service Provision.</p>	<p>Primary Care mental Health Provision in all GP Practices. Stress/ Assertiveness workshops run by the Primary Care Mental Health Team in areas of greatest need.</p>	<p>Mar 08</p>	<p>RPCT (PHS) RPCT Primary Care Mental Health Team</p>	<p>Equity audit was used to inform the provision of Primary Care Mental Health Service. All GP Practices in Wentworth South have some level of provision from the RPCT Primary Care Mental Health Service.</p> <p>Stresspac piloted in Area Assembly in October 2007. RPCT's Primary Care Mental Health Service ran this pilot for patients on their lists. COMPLETE</p>
	<p>Groundwork Dearne Valley will improve Herringthorpe and Clifton Allotments to enable more groups, in particular disabled groups, to use the sites.</p>	<p>Physical works will be completed.</p>	<p>Mar 07</p>	<p>Tim Archer – RMBC Allotment Officer Jenny Harrison - GDV</p>	<p>Disabled toilet installed. Tarmac access tracks in situ. COMPLETE</p>

3. WENTWORTH SOUTH

Community Priorities	Actions	Milestones/Outcomes	Completion Dates	Lead	Progress
	To raise awareness and improve access to information to the community on Affordable Warmth.	Mechanisms in place to promote Affordable warmth. Increased number of people taking benefit of Affordable Grants	Mar 08	RMBC, RPCT, Voluntary/Independent Sector and the local community	<p>The 3-month consultation on the Affordable Warmth Strategy has finished. Work is now beginning on the Hotspot training for frontline staff. More details to follow. Paul Maplethorpe is using Home Energy Officers Network (HEON) data base to identify key priority areas</p> <p>Hotspot training has been running in the borough and this has been promoted to the Area Assembly. COMPLETE</p>
	Books on Prescription Scheme operational through the Primary Care Mental Health Team.	Scheme evaluated and scheme modified accordingly.	Mar 07	RPCT Primary Care Mental Health Service and PHS, RMBC Library Services	<p>Rawmarsh library is one of the libraries participating in this scheme. The scheme is currently being evaluated.</p> <p>Evaluation of this scheme is ongoing. Initial feedback from patients has been very positive. COMPLETE</p>

3. WENTWORTH SOUTH

Community Priorities	Actions	Milestones/Outcomes	Completion Dates	Lead	Progress
	<p>RCS secured funding from Coalfields Regeneration Trust to appoint a school based counsellor whose caseload includes family support. RCS is piloting a peer support programme – PAL (Pro-Active Listener) and is currently training Y9 students in communication skills to enable them to support younger students with a wide range of ‘low-level’ issues. This strategy is being adopted due to the prevalence of issues such as loneliness, family problems etc and is a positive strategy to enable the student population.</p>	<p>Counsellor appointed</p> <p>Caseload developed Y9 students trained</p> <p>Younger students referred</p>	<p>Mar 07</p>	<p>Rachel Mullins, Rawmarsh Community School</p>	<p>Counsellor has a full caseload and is funded until march 2008 – further funding is to be sought. COMPLETE</p> <p>Funding bids have been submitted to Children in Need. 26 PAL’s fully trained and supporting students from September 2007. COMPLETE</p> <p>Further recruitment of the next cohort of PAL’s will be in March 2008 – accreditation will be offered to this cohort. COMPLETE</p>

3. WENTWORTH SOUTH

Community Priorities	Actions	Milestones/Outcomes	Completion Dates	Lead	Progress
Promote healthy eating, smoking cessation and sexual health awareness by encouraging positive lifestyles	Use evidence from recent lifestyle survey with children and young people to target activity	Report to be tabled at Coordinating group	Mar 08	RPCT (PHS) RMBC (healthy Schools) RPCT Provider Services Schools	The specific findings from the children and young people's lifestyle survey have not been presented however the presentation on the DPH Annual Report did include health issues for children and young people. ONGOING
	To support the implementation of Smokefree Rotherham in Wentworth South Area Assembly. Main aims: - All workplaces and enclosed public spaces should be smoke free Increase the numbers accessing the smoking cessation programme Reduction in numbers of young females smoking.	Local briefings held to Area Assembly and Coordinating Group. Business workshops and stakeholder event to support compliance with legislation. Smokefree environments in Wentworth South	Jul 07	Tobacco Control Coordinator, RMBC, Rotherham Chamber, Local businesses, local community.	The Smokefree legislation came into force on the 1 st July. The Tobacco Control Coordinator gave a presentation to the Area Assembly on the 14 th March. Information has been distributed to workplaces across the borough and workplace breakfast sessions have been held. The Smokefree bus attended Bellows Road and Asda shopping areas. COMPLETE

3. WENTWORTH SOUTH

Community Priorities	Actions	Milestones/Outcomes	Completion Dates	Lead	Progress
					Local Enhanced Service (LES) is an evidenced based programme aimed at helping smokers quit and remain quit. It is designed to supplement the work of the specialist service not replace it. These are running in 10 sites in Wentworth South Area Assembly. COMPLETE
	To use evidence and recommendations from equity audit on smoking cessation)to increase the number of people accessing smoking cessation services	Increase in referral rates and quitters in Wentworth South	Mar 08	RPCT Smoking Cessation Service, RPCT PHS and Health Equity Audit Development Worker, RMBC and local community	The audit has been completed and an action plan system based approach called Smoking Cessation in Practice has been introduced. This involves visiting GP Practices to look at protocols, systems and training needs. COMPLETE

3. WENTWORTH SOUTH

Community Priorities	Actions	Milestones/Outcomes	Completion Dates	Lead	Progress
	To use evidence from health equity audits to address inequalities within the Area Assembly (e.g. breast feeding equity audit)	Equity audits completed and Area Assembly invited to attend presentations of findings. Prioritisation of service delivery based on health equity audit.	Mar 08	Rotherham PCT	<p>The audit has been completed and a presentation given to which the Area Assembly Partnership Manager was invited. There will soon be in post an Infant Feeding Coordinator who will address the areas of inequalities.</p> <p>The Infant Feeding Coordinator is recently in post. COMPLETE</p>
	Community Learning provides a range of learning opportunities to promote healthy lifestyles including physical and mental well being.	A programme of learning is being delivered	Aug 08	Helen Shaw Community Learning RMBC	Salsa classes at High Street Centre, Rawmarsh

3. WENTWORTH SOUTH

Community Priorities	Actions	Milestones/Outcomes	Completion Dates	Lead	Progress
	<p>Children's Centres to have strong links with PCT (represented at steering group)</p> <p>Children's Centres deliver smoking cessation service</p> <p>Children's Centres able to provide support around diet and nutrition</p> <p>Extended schools have access to school nurse</p> <p>Extended schools and Children's Centres have access to Oral health services (represented at steering group)</p>	<p>PCT represented at steering group</p> <p>Smoking cessation services available in Children's Centres</p> <p>Amy Lough Dalton and Thrybergh</p>	<p>Mar 08</p>	<p>Helen O'Keefe, Extended Services</p>	<p>RPCT is still due to move into Thrybergh centre. Have started to use Thrybergh to carry out assessments. Community Health nurse visits Thrybergh.</p> <p>COMPLETE</p> <p>Smoking Cessation- no officer based at centre, but advice given and signposting .</p> <p>Plans for Cook & Eat sessions to take place in the centre.</p> <p>School nurse and dentist visit the schools. Oral Health visits the toddler group.</p>

3. WENTWORTH SOUTH

Community Priorities	Actions	Milestones/Outcomes	Completion Dates	Lead	Progress
	Work with RMBC Youth Services to set up Young People's Health Clinics for neighbourhoods across Wentworth South where they don't currently exist eg East Herringthorpe	Feasibility carried out Project plan and funding requirements assessed Funding applications and funding secured Project implementation Review and evaluation	May /June 07	Chris Brodhurst-Brown, RMBC Youth Services	Meeting organised to set up a clinic in Herringthorpe Valley. CHAT takes place in Rawmarsh (se action below). Clinic up and running on Monday evenings in Thrybergh. Sexual Health Advice software can be accessed in all youth centres. COMPLETE
	CHAT (Confidential Health Advice for Teenagers) will run weekly on school site afterschool supporting sexual health and a wider range of wellbeing issues.- RCS	Additional funding secured	Mar 08 and ongoing	Rachel Mullins, Rawmarsh Community School	CHAT continues with consistently high numbers – in excess of 100 visits per term. Ongoing funding for the project has been secured from Teenage Pregnancy funding as part of the LAA. COMPLETE

3. WENTWORTH SOUTH

Community Priorities	Actions	Milestones/Outcomes	Completion Dates	Lead	Progress
					A further 3 years funding has been obtained for the CHAT Service. CHAT staff are also now involved with the school in offering an accredited Baby Doll programme. COMPLETE
	The Risky Business delivers sessions to female students around keeping safe. – RCS	Training starts	Apr 07	Rachel Mullins, Rawmarsh Community School	<p>Training will be complete for all Y8 female students by July 2007.</p> <p>Training for the current cohort of Y8 female students will begin in February 2008. Accreditation through COPE will be available to some of these students.</p>

3. WENTWORTH SOUTH

Community Priorities	Actions	Milestones/Outcomes	Completion Dates	Lead	Progress
	<p>RCS- Funding is gained to run after-school activities that help promote wellbeing, for example “look good, feel great” sessions for young people in our on-site salon.</p> <p>RCS - More positive lifestyles are encouraged</p>	<p>Objective 1 Childcare Inclusion Project to arrange new activities including promoting self-esteem and general well being and hair and make-up</p>	<p>Apr 07 – Apr 08</p>	<p>Rachel Mullins, Rawmarsh Community School</p>	<p>Funding from Objective 1 has had to be re-applied for; however several activities have been run through NRF funding including Asian Art.</p>

3. WENTWORTH SOUTH

Community Priorities	Actions	Milestones/Outcomes	Completion Dates	Lead	Progress
Create and sustain opportunities for individuals to be involved in a wide range of high quality physical and sporting activities	Develop programmes to encourage excluded groups to use cultural and leisure facilities in targeted areas, e.g Community Sports Initiative, and leaflets/websites/ media publicity, and links to schools so people can make informed choices, and be helped to overcome barriers to the effective and continued use of facilities	Review impact and effectiveness of 06/07 Community Sports Initiative	April 07	Amy Roden, RMBC Sports Development	CSC work Programme in place. Reports provided with performance indicators to NRF. Programme in place for April 2007 – March 2008. Achievements to Date - Dec 2008 1488 participants registered on the programme. 59 from BME Communities 578 Female participants 42 Disabled participants 1231 from Deprived communities Over 4,000 visits have been registered over the 14 month period. COMPLETE
		Develop and agree Programme for 2007/08	April 07		
		Promotion of 07/08 programme	May 07		
		Monitoring and evaluation	Ongoing		

3. WENTWORTH SOUTH

Community Priorities	Actions	Milestones/Outcomes	Completion Dates	Lead	Progress
					<p>Sustained 3 out of hours Multisport /Athletics programmes at local facilities for young people 5 – 12 years. Diversionary Football project now in place in Thrybergh for youngpeople 14+ . Deliver in 6 Primary schools in the catchment areas. Holiday provision in Thrybergh, Dalton, Valley & Rawmarsh (Summer, October, February and Easter). 5 Volunteers 16+ have been involved in supporting the programme/offered training and support. COMPLETE</p>

3. WENTWORTH SOUTH

Community Priorities	Actions	Milestones/Outcomes	Completion Dates	Lead	Progress
	<p>Creation of Multi-Use Games Area in Rosehill, Victoria Park, including a football , basketball and possibly tennis marked areas, accompanied by a Sports development programme to promote use by young people</p>		<p>Completion Jun 07</p>	<p>Juliet Kripp, Groundwork Dearne Valley</p>	<p>Installed and a summer programme of events arranged. Sports Development Summer programme in place at Rosehill Park MUGA. Equipment purchased and further two years of events planned in conjunction with RMBC Sports Team. COMPLETE</p>

3. WENTWORTH SOUTH

Community Priorities	Actions	Milestones/Outcomes	Completion Dates	Lead	Progress
	<p>A multi-use games area to be installed in the Valley Park</p> <p>To include two pitches with football, basketball, cricket stand, netball markings and covered pod seating</p>		Apr 07	<p>Nick Barnes – RMBC Amy Roden – RMBC</p>	<p>MUGA Installed</p> <p>Launch Event delivered on 2nd June 2007</p> <p>New Session running with CSC every Thursday evening on the MUGA.</p> <p>Summer programme in place at Valley Park MUGA. COMPLETE</p>

4. WENTWORTH SOUTH

Community Priorities	Actions	Milestones/Outcomes	Completion Dates	Lead	Progress
<p>To reduce crime and the fear of crime across the Wentworth South Area To reduce the hotspots for anti social behaviour involving young people across Wentworth South</p>	<p>SARA the problem across the NAG area, ward by ward. Review good practice examples Consult with and involve young people in identifying actions to address the issue</p>	<p>SARA group brought together through NAG, and analysis carried out. Action plan developed and agreed Implemented and reviewed</p>	<p>April 07 May-July 07</p>	<p>Jackie Ingham/ NAG, SNT</p>	<p>This has been restricted to addressing asb involving young people in the two priority NAG areas – Chaucer Rd and Ingshead & Oates Avenue. Actions to address have included letters to parents, ABCs and ASBO warning letters, plus increased diversionary activities promoted in areas. Young people involved in consultation on Chaucer Rd and planned for Ingshead & Oates Avenue over the summer. Detached youth work commenced in September 2007. Consultation carried out with young people on placement of temporary youth shelter. Youth shelter installed in Welfare Field on 1st February. COMPLETE</p>
	<p>Improve outcomes from enforcement activity, following</p>	<p>Initial mail out following on from assessment</p>	<p>May 07</p>	<p>Wayne Goodwin, SYP, RMBC ASB Unit</p>	<p>Letters sent out in Chaucer Rd area, and in preparation for Ingshead & Oates Avenue</p>

4. WENTWORTH SOUTH

Community Priorities	Actions	Milestones/Outcomes	Completion Dates	Lead	Progress
	recent guidance on initial police warning letters				Letters lead to decrease in incidents. However increased again in October/November. Continued patrols by SNT and outreach youth work in East Herringthorpe has lead to reduction in incidents. COMPLETE
	Increase the range and availability of diversionary activities for young people across the three wards, and better promote what is available, through inter agency working group	<p>Audit (or tap into others audits) of what's available</p> <p>Consultation with young people.</p> <p>Website , or link into , improve and promote existing provision , including leafleting, text messaging, roadshow through schools</p> <p>Set up Inter-Agency Working Group</p> <p>Develop, implement & monitor action plan</p>	<p>June 07</p> <p>July 907</p> <p>July 07</p> <p>April 07</p> <p>May 07 – March 08</p>	Jackie Ingham/ Area Assembly, NAG, Sports Development , schools, community and voluntary groups, young people	<p>Audit underway</p> <p>Consultation with young people in planning stage</p> <p>Website development linked to development of the Area Assembly website , currently underway.</p> <p>Community Sports Coach delivering sessions across Wentworth South. Detached youth work in East Herringthorpe and Ingshead areas.</p> <p>Inter-Agency ASB Working Group set up November 2007 to look at current activities for young people, additional activities and ways of promoting existing provision.</p>

4. WENTWORTH SOUTH					
Community Priorities	Actions	Milestones/Outcomes	Completion Dates	Lead	Progress
					COMPLETE
	Support Implementation, and build upon Fire Service diversionary projects: Local Intervention Fire Education, Anti –social behaviour roadshows	Develop project plan with Fire Service Identify unmet need and potential capacity of initiative Identify funding gap Seek and secure funding	April 07 April/May 07 June 07 June 07	Jackie Ingham, Nag, Area Assembly	Project plan developed NRF application for funding in development NRF application successful. LIFE Project running from 25 th -29 th February 2008. 15 young people from Wentworth South signed up for the course. COMPLETE
	Alleygating initiative to be developed and delivered at key hotspot locations, where physical barriers to restrict access considered through SARA likely to have positive impact	6/7 potential locations identified Consultation Action plan and funding application Project implementation plan	Done May-July 07 Aug-Oct 07 Oct 07-March 08	2010, SYP, NAG	At 2 locations previous blocks to progress identified and implementation of schemes underway. Alleygating inter-agency Task & Finish group to meet for first time in late July 07. Successful funding bid from SRP for gating to rear of Chaucer Road Shops and Cawthorn Road to Highgreave Place ginnel. COMPLETE
Off road motorcycle	Paul Spivey	Programme of action	March 08	Paul Spivey/SYP	Funding for this year's

4. WENTWORTH SOUTH

Community Priorities	Actions	Milestones/Outcomes	Completion Dates	Lead	Progress
nuisance – a arrange of hotspots Old Colliery site at Rawmarsh Dalton Woodlathes, Ravenfield	action plan implementation To reduce motorcycle nuisance to be implemented.	for year. Monthly reports on outputs to Area Assembly. Assess locations to develop proposals for preventative measure Monitoring & review each 6 months			programme has only just been secured. Ongoing communication with NAG will inform the programme implementation COMPLETE
	Feasibility for 'Bumpy' style diversionary intervention project to be carried out.	Project group brought together through NAG Brief for feasibility developed Feasibility carried out and assessed Action plan developed from findings	August 07 September 07 October 07 November 07 – January 08	Jackie Ingham/ NAG, Area Assembly	Not yet started.
To increase road safety at key locations across Wentworth South	To address the issue of speeding vehicles on the road outside the primary school: In Ravenfield Slow Down and speed limit signs	Test sign run Assess findings from trial Procurement Process Installation and	April 07 April/May 07 Complete Dec 06 May 07	Stuart Savage, Planning & Transportation Tom Finnegan-Smith, EDS	Ian Ashmore to attend the Area Assembly meeting on the 15 August 07 to update the AA and local ward members. Completion to change from May to July 07 Further traffic counts undertaken March 07

4. WENTWORTH SOUTH

Community Priorities	Actions	Milestones/Outcomes	Completion Dates	Lead	Progress
	to be installed on road on both approach directions to primary school. To consider options to address the issues in relation to the main crossroads in Ravenfield	monitoring Traffic Count Traffic modelling via computer simulation Cost/benefit analysis	July 07		Signs installed in early November 2007 COMPLETE
	Red Surfacing and Slow Sign replacement at main Doncaster Rd/ Kilnhurst Road junction		June 07	Stuart Savage , Planning & Transportation	Awaiting update from lead officer. Red surfacing installed August 2007, sign replaced end of October 2007. COMPLETE
	St Mary's Road 20mph zone. Proposed 20mph on Ingshead Avenue, St Mary's Rd and Oates Avenue, including additional traffic calming	Consultation	May 07	Tom Finnegan-Smith, EDS	Change lead officer to Stuart Savage EDS. Awaiting update from lead officer. Construction of the verge hardening part of the scheme commenced December 2007. 20mph order to be sealed on Monday 14 th January 2008. Construction of the road humps expected to commence in

4. WENTWORTH SOUTH					
Community Priorities	Actions	Milestones/Outcomes	Completion Dates	Lead	Progress
					February 2008. Scheme expected to be completed by end of March 2008.
	A6123 Herringthorpe Valley Road – Put in crossing near junction with Lanes	Consultation Completion	June 07 March 08	Tom Finnegan-smith EDS	Change lead officer to Stuart Savage EDS. Awaiting update from lead officer. Detailed design has commenced. Likely start date for installation of the crossing is March 2008.
To reduce the fear of crime as level of fear of crime high in relation to the crime figures.	Publicity and communications campaign for good news stories, using newsletters, websites and media	Agree process, format and content with NAG Draft initial content and press releases Review and monitor impact	April 07 May 07 March 08	NAG	Pilot leaflet and website page in development Area Assembly Newsletter developed January 2008. Press releases/photocalls in respect of Smartwater and No Cold Calling Zones. Community Safety Leaflet in development. Area Assembly Website currently in development.
	Carry out at least one prevention and education campaign on a crime priority for the area	Identify issues Set up working group Scope campaign Deliver campaign	April – 07 April 07 March 08	NAG/SNT	Impact Weeks carried out in August 2007. Community Safety Equipment delivered to households – shed locks, window locks etc. No Cold Calling Zones established in 14 areas. COMPLETE

4. WENTWORTH SOUTH

Community Priorities	Actions	Milestones/Outcomes	Completion Dates	Lead	Progress
	Increase the visibility of SNT patrols across the area through the increased mobilisation of PCSOs patrolling on mountain bikes	<p>Purchase of bikes</p> <p>Training of PCSOs and launch</p> <p>Seek funding for additional bikes</p> <p>Monitor impact</p>	<p>April 07</p> <p>April 07</p> <p>March 08</p> <p>March 08</p>	Steve Tattershall/ SNT	<p>2 Bikes were purchased in April 07. Further applications for funding are being progressed</p> <p>NRF application successful. Two further mountain bikes purchased. PCSOs trained January 2008. Patrols commenced February 2008.</p> <p>COMPLETE</p>
	Ensure roll out of independent Support service to sheltered housing tenants allows for consideration of fear of crime and ensures appropriate levels of support/ signposting and links to appropriate services are made	<p>Support plans and assessments of need to contain reference to fear of crime and home security/health and safety</p> <p>Crime prevention talks to be arranged as appropriate using sheltered housing centres to engage older people in the area (subject to agreed flexibility over use of centres by service users)</p>	April 2007 onwards	Ian Sanderson RMBC Independent Support Team Leaders RMBC	<p>Support plans introduced for pilot, that will be rolled out across the borough during 07/08, include reference to fear of crime and actions to alleviate risk</p> <p>COMPLETE</p> <p>Cabinet member report agreed consultation on wider use of centres. DSC in contact with Insp Paul Varley around crime reduction and issues for centres and sheltered housing services as part of the Older People's Strategy actions. This work to include discussion on use of centres for crime prevention advice</p>
	Ensure accredited private sector landlords are	'Reasonable' steps to be determined and information shared with	September 07	Sandra Wardle RMBC	Rotherham Private Sector Landlord Scheme in operation and on target to include 116

4. WENTWORTH SOUTH

Community Priorities	Actions	Milestones/Outcomes	Completion Dates	Lead	Progress
	aware, through the RQLS scheme, of the concerns of older people in the private sector and reasonable steps to remove the risk of crime are undertaken	landlords			<p>properties by year end. COMPLETE</p> <p>Information on scheme to be forwarded to APM for consideration at Area Co-ordinators' Group.</p> <p>Newsletter promoting tenants safety in their homes particularly in regards to bogus callers and rogue tradespersons circulated Dec 07.</p>

5. WENTWORTH SOUTH

Community Priorities	Actions	Milestones/Outcomes	Completion Dates	Lead	Progress
<p>Develop Local democracy at Neighbourhood level, increasing opportunities for engagement. Increase community involvement in the Area Assembly, especially in relation to the Area Planning process</p>	<p>Development and implementation of a community involvement and single consultation plan:- Plan will have separate sections to address aims and methods for the harder to reach groups across the area: Young people Disabled Long term unemployed, older people, socially isolated</p>	<p>Action plan developed, including resource requirement identification. Innovative methods identified in plan such as 'young advisers' developed for the area planning process, 'youth assembly', focus groups, electronic voting sessions</p>	<p>August 07</p>	<p>Area Assembly Team</p>	<p>Action plan completed and database developed. Database to be populated with consultation information, and training on database required for AA staff.</p>
	<p>Develop and pilot a Young People's</p>	<p>Project Steering Group established and project</p>	<p>October 07</p>	<p>Jackie Abrams, Children and</p>	<p>NRF application secured funding for development of Young</p>

5. WENTWORTH SOUTH

Community Priorities	Actions	Milestones/Outcomes	Completion Dates	Lead	Progress
	Area Assembly	plan developed. Recruitment event/ youth conference Training and development programme Launch Regular mee tings established	November 07 November 07 – January 08 February 08 March 08	Young People's Services	People's Area Assembly. Initial "Chat Back" event held in Youth Conference held in January 2008. Launch of Young People's Assembly March 2008.

6. WENTWORTH SOUTH

Community Priorities	Actions	Milestones/Outcomes	Completion Dates	Lead Officer	Progress
To actively engage and participate with statutory, voluntary and	Develop local Inclusion Projects in the Community Partnership areas	Local delivery plan produced	April 07	Sandra Wright Early Years RMBC	Community Inclusion Worker in post from April 2007. Community engagement events

<p>other bodies to develop and influence an inclusive and accountable provision of services at a local level. Develop capacity building and increase community engagement..</p>	<p>of Rawmarsh and Parkgate, DTH and Valley through Objective 1 Community Childcare and inclusion project.</p>				<p>held in August and December. Newsletter produced.</p>
	<p>Work with N/hoods to implement Strong and Prosperous Communities re community based assets. Carry out a review of community buildings ownership and include the PFI assets.</p>	<p>When the Bill becomes an Act this activation will set the time frame.</p>	<p>C 2008</p>	<p>Asset Management, Neighbourhoods, voluntary Organisations and Parishes etc.</p>	<p>Lead officer to be identified, and update to be obtained.</p> <p>ONGOING</p>

1. ROTHER VALLEY SOUTH

Actions	Milestones	Partner Organisation / Lead Officer	Target Date	Progress
To support the development of new and existing businesses across the area Influence the development of the Local Development Framework (Green)	Identify the data in the LDF related to RVS Area	Area Assembly Team	June 2007	The Area Assembly Team is working closely with the Planning Department to support the development of the LDF. Consultation comments on the preferred option document are currently being considered, a report will be presented at full Council in Sept 2007. COMPLETE
	Identify areas designated for business development	RIDO	Feb 2008	The workshop will take place on the 19 February 2008, an update will be provided at the end of Qtr 4.
	Arrange to meet with the Planning Team to discuss areas of concern	Area Assembly Team/RIDO	Mar 2008	Action to be carried forward to the 2008 plan.
Identify the outlets that are not available in the area	Undertake an audit of businesses	RIDO, EDS	Mar 2008	The Area Assembly is still awaiting the meeting with EDS & RIDO. This action will be carried forward to next year's plan.

2. ROTHER VALLEY SOUTH

Actions	Milestones	Partner Organisation / Lead Officer	Target Date	Progress
<p>To provide a learning framework which enables everyone to reach their full potential. Identify existing e-learning and IT provision in the area</p>	<p>Contact services in the area to establish provision available</p>	<p>Rotherham Learning Communities</p>	<p>March 2008</p>	<p>The Dinnington IT Audit is complete. The Anston & Woodsetts and Wales Audits are in development. The funding for this project will end on 31/03/08 COMPLETE</p>
	<p>Liaise with service providers to consider increasing provision</p>	<p>Rotherham Learning Communities</p>	<p>March 2008</p>	<p>The Rotherham Learning Communities project ends on the 31/03/08. There are no resources identified to progress this area of work.</p>
	<p>Produce an update report for the Co-ordinating Group to consider</p>	<p>Rotherham Learning Communities</p>	<p>March 2008</p>	<p>The Co-ordinating Group was made aware of the above at their March meeting. COMPLETE</p>
<p>Identify barriers that prevent teenage parents from accessing employment, education and training</p>	<p>Gather data available on the barriers that are faced by teenage parents</p>	<p>Children & Young People's Services, Teenage Pregnancy Co-ordinator, Rotherham PCT, Rotherham Learning Communities</p>	<p>Dec 2007</p>	<p>The RVS Area Assembly Team and the PCT representative began to gather data on the support available for teenage parents. An initial report was provided to the Young Peoples Task Group. This identified that there is a borough wide Teenage Pregnancy policy and a Teenage Pregnancy Co-ordinator based at the PCT. The report also identified that teenage conceptions during 2006 had increased significantly in Kiveton Park and Wales. COMPLETE</p>

2. ROTHER VALLEY SOUTH				
Actions	Milestones	Partner Organisation / Lead Officer	Target Date	Progress
Update the Co-ordinating Group on the findings and agree next steps	Produce a report for the Co-ordinating Group	Children & Young People's Services, Teenage Pregnancy Co-ordinator, Rotherham PCT	Jan 2008	A report was presented to the January Co-ordinating Group this highlighted the progress made to date on this work area. The group agreed to carry forward this action to the 2008 plan, to enable further developmental work to take place. The Children & Young People's Task Group will oversee this area of work. COMPLETE

3. ROTHER VALLEY SOUTH				
Actions	Milestones	Partner Organisation / Lead Officer	Target Date	Progress
To promote physical activity, healthy lifestyles and mental well being Assess the equality of access and choice in respect of primary care services such as Doctors, Dentists and Chemists at a time when the number of households is increasing	Complete a Health Equity Audit on Pharmacy provision in Kiveton	Rotherham PCT	Mar 2008	The PCT have not completed this action they have informed the Area Assembly that this will be completed in quarter 4. ONGOING
	Present findings to RVS Area Assembly	Rotherham PCT	May 2008	The findings of the Health Equity Audit will be presented at the May 08 Co-ordinating Group meeting. ONGOING

3. ROTHER VALLEY SOUTH				
Actions	Milestones	Partner Organisation / Lead Officer	Target Date	Progress
PCT to explore current healthy lifestyle choices of pregnant women in RVS	Undertake a Health Equity Audit of services available to pregnant women	Rotherham PCT, Maternity Services	March 2008	The findings from the Health Equity Audit of Maternity Services were presented at the March 2008 Co-ordinating Group meeting. The group considered the findings and agreed that an update should be provided in 6 months. COMPLETE

4. ROTHER VALLEY SOUTH				
Actions	Milestones	Partner Organisation / Lead Officer	Target Date	Progress
To improve the general appearance of the environment To improve estate security and road safety Identify target hardening measures available and progress support in the RVS area COMPLETE	Identify target hardening schemes in operation	SNT	April 2007	40 home intruder alarms have been fitted on Leicester Road and The Crescent, Dinnington.
	Identify areas in RVS that require support	Neighbourhood Champions, SNT	Sep 2007	No further areas have been identified. However the NAG is considering support for properties that have suffered repeat burglaries.
	Arrange for target hardening measures to be implemented in priority areas	SNT, Neighbourhood Champions	Feb 2008	The NRF underspend was used to fund a series of target hardening measures in the area. This has included a Smartwater initiative in Dinnington and window alarms in Harthill.

5. ROTHER VALLEY SOUTH

Actions	Milestones	Partner Organisation / Lead Officer	Target Date	Progress
Undertake major community clean ups	Arrange at least 1 community clean up per year	Streetpride	Mar 2008	A number of clean ups have taken place in the area. Recent examples include Scarsdale Street & Victoria Street in Dinnington and Woodsetts. COMPLETE
Identify areas of planning law that can influence environmental improvements	Liaise with the Planning Department to identify areas of influence	Area Assembly Team/Planning Department	Nov 2007	Helen Sleigh, RMBC Planning Officer presented a report detailing the ways in which planning law can support environmental improvements at the November Co-ordinating Group. The group agreed to promote the different methods available. COMPLETE
	Present findings to the Co-ordinating Group	Co-ordinating Group	March 2008	The Area Assembly meeting in April 2008 will focus on planning conditions and in particular ways in which residents can influence planning applications (Section 106). COMPLETE

6. ROTHER VALLEY SOUTH

Actions	Milestones	Partner Organisation / Lead Officer	Target Date	Progress
To promote community cohesion and celebrate the contribution of all to the area. Promote the Women's Strategy in RVS including a presentation at an Area Assembly once the strategy is produced	Provide a presentation on the Womens Strategy at a RVS Area Assembly	Chief Executives Policy Team	Mar 2008	The Women's Strategy was launched on 5 March 2008. This action will be carried forward to the 2008 plan. COMPLETE

6. ROTHER VALLEY SOUTH

Actions	Milestones	Partner Organisation / Lead Officer	Target Date	Progress

Actions	Milestones	Partner Organisation / Lead Officer	Target Date	Progress
To ensure communities have the support to develop their involvement with issues that affect their lives	PMF in place	Area Assembly Team	Oct 2007	The PMF is in draft form. Current monitoring arrangements are via the CIU Team Plan and the Neighbourhood Development Service Plan.
Produce a Performance Management Tool to measure the performance of area assemblies	Present this to the RVS Co-ordinating Group	Area Assembly Team	Nov 2007	Due to the current position as stated above an update for the Co-ordinating Group will be provided later this year.
	Gather data to evidence the impact of the RVS Area Assembly Activities	Area Assembly Team	Mar 2008	The Area Assembly regularly collect and analyse monitoring data from the Area Assembly meetings. In addition, articles from the local press are collected as well as a regular review of activities and achievements by the Area Assembly team.
Promote the Joint Charter within the RVS area and support Parish Council involvement in the Parish Council Network COMPLETE	Support the activity of the Parish Council Joint Working Group	Area Assembly Team	March 2008	The Area Partnership Manager is a member of the Joint Working Group.
	Support the	Area	March	The Area Partnership Manager supports the

Actions	Milestones	Partner Organisation / Lead Officer	Target Date	Progress
	development of the Parish Council Network	Assembly Team	2008	planning and attends each Parish Council Network meeting.

1.	Meeting:	DEMOCRATIC RENEWAL SCRUTINY PANEL
2.	Date:	24th July 2008
3.	Title:	Nomination onto Parish Council Review Group
4.	Programme Area:	Chief Executive's

Background

Back in August 2004 this Panel first looked at the question of Quality of Parish Councils and agreed to undertake a scrutiny review to look at how we work with Parish Councils in our area. The Panel visited other authorities, looked at best practice for desktop research and also talked with our own parish councils to find out how they perceived the relationship. Recommendations arising from this review included:

- a charter of working arrangements;
- a one day conference to explore the future;
- joint training and development sessions;
- better communications;
- and website links

A new piece of work for this Panel, discussed at our previous meeting, could be to revisit this Scrutiny Review and see if the Parish Charter is making any tangible differences for Parish Councils. This could be a mini-review, Select Committee style, that could report it's findings and any recommendations back to the Panel in October. Although the review group will be responsible for detailed scoping the review, some areas that might be looked at are:

- Look at recommendations of first review, Cabinet and Corporate Management Team responses. Have all actions been met?
- Look at effectiveness of Parish Network and Joint Working Group
- Revisit questionnaire to Parish Councils and see if anything has changed
- Interview/questionnaire to directorates to find out if relationship has changed
- Talk with those Councils with Quality Status to gauge their desire to see a changed relationship
- Good practice from other areas.

Recommendations

That the Panel nominates 3-4 Members/co-optees to sit on the Parish Charter Review Group.

Name: Cath Saltis, Head of Scrutiny and Member Services,
cath.saltis@rotherham.gov.uk

RMBC And Parish And Town Councils Joint Working Group Annual Report 2006-7

Foreword from Councillor Mahroof Hussain

Cabinet Member for Communities and Involvement and Chairperson of the RMBC and Parish and Town Councils Joint Working Group.

Dear Colleagues

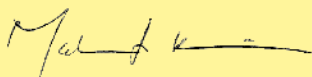
Welcome to the RMBC and Parish and Town Councils Joint Working Group Annual Report for 2006-7.

The Joint Working group have been meeting since January 2006 and are committed to improving and enhancing joint working arrangements between the two tiers of local government. This report outlines the major issues they have been involved with over the past 12 months.

The proposals contained within the Local Government White paper have ensured that Parish and Town Councils have been very much in the news over the past 12 months. The implementation of this Paper later this year and the continuing drive toward Quality Status in the borough will ensure that Parish Council issues remain in the spotlight.

I hope you enjoy the report and if you have any comments or suggestions please contact any of the members of the Joint Working Group listed on the back of the report.

Best wishes



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Revise The Joint Working Charter

In line with the terms of the Joint Working Charter the Annual review of the Charter took place between May and August 2007.

A sub group of the Joint Working Group worked on amendments based on:

Comments from Parish and Town councils,

National developments including the local government white paper,

Representation at the Local Strategic Partnership and Scrutiny Panels,

The creation of the borough wide Parish Network,

The development of websites for Parish and Town councils

An expanded principal RMBC contact section, and Inclusion of contact details for all Parish and Town councils.

The finalised Charter will be presented to the Parish Network during October 2007.

Quality Status

The group have encouraged a programme of support for Parish and Town councils to reach Quality Status. The group invited Sheena Spence from the Yorkshire Local Councils Association to speak at the first Parish Network meeting about the benefits of Quality Status and answer any questions about working towards the award.

The group approved an action plan based on the findings of the self assessment questionnaire to support those Parish and Town council nearing a quality status application and approved a workshop event to take place for all parish and town councils actively working towards this award. The group are committed to promoting Quality Status through regular events at the Parish Network

Developing Parish Council Websites

The Joint Working Group secured funding for an initiative to provide websites for Parish and Town Councils. The funding has paid for the design and technical development of websites subject to a small annual hosting charge.

Each website will:-

- Comply to accessibility standards
- Have links back and forth to the RMBC site
- Allow for the citizen to pass comments, complaints and questions to the relevant Parish/Borough Council dept.
- The option for a Content Management System
- The option for moderated discussion boards for 'local chat'
- Be individually designed to each Parish Councils specification.
- Have a rotherham.gov.uk email account

In addition to this the group have approved work on a Parish Council portal on the RMBC website which will link to all existing Parish Councils websites and contain the latest information about:-

Activities of the Joint Working Group

The Parish Network

Information on the Joint Working Charter

Information about Quality Status

The Local Government White paper

The Parish Review

Links to external parish council sites

Contact details and meeting dates for each parish council

Local Parish Networks

Links to relevant external sites e.g National Association of Local Councils

Licensing Consultation

The RMBC and Parish and Town Councils Group initiated discussions with the RMBC regarding consultation on licensing for Parish and Town Councils.

Although there is no legal requirement for Parish and Town councils of local licensing, it is recommended that notification of applications for licensing to the relevant Parish or Town Councils.

Discussions are currently ongoing with the RMBC regarding notification of gambling licences.

Contribution To Borough

During the course of the year the group have contributed towards a number of projects examining high profile issues.

Christmas Tree Lights - local provision of trees, lights and decorations for money, the situation with the borough wide value of the

Highways - have on our day to day design of a highway and what is best for the public.

The Parish Review - The group have provided updates on progress with the review and opportunity to comment on the

The White Paper - The group have considered a number of proposals from Parish and Town councils in part of the White Paper, 'Strong and Sustainable' The group examined the implications of the White Paper culminating in the implications for Parish and Town Councils Deputy Chief Executive of the Local Councils Association during the Parish Review in January 2007.

RMBC and Parish and Town Councils Joint Annual Report 2006-7

Membership of the Joint Working Group

The group is chaired by the Cabinet Member for Communities and Involvement and consists of five elected representatives of Parish and Town Councils with support from officers of the RMBC Neighbourhoods and Adult Services Community Involvement Unit

Chair:

Councillor Mahroof Hussain

Cabinet Member for Communities and Involvement
01709 837175
mahroof.hussain@rotherham.gov.uk

Vice Chair: Councillor Jane Austen

RMBC Holderness Ward Councillor and
Aston cum Aughton Parish Councillor
0114 287 3485,
jane.austen@rotherham.gov.uk

The five elected representatives from parish and town councils are:-

Sue Kilcommons

Clerk to Catcliffe Parish Council
Contact details: 01709 548868,
catcliffe@hotmail.com

David Morton,

Clerk to Maltby Town Council
Contact details: 01709 814060
maltby.town@btconnect.com

Councillor David Smart,

Anston Parish Council
Contact Details: 01909 562903
thesmarts@dinnington1.freemove.co.uk

Councillor Pat Wade,

Aston cum Aughton Parish Council
Contact details: 0114 2879008,
patriciaw@talktalk.net

Plus 1 Vacant position

Supporting officers from RMBC

Nosober Latif

Area Partnership Manager Rother Valley South
Contact Details: 01909 568515,
nosber.latif@rotherham.gov.uk

Paul Griffiths

Community Leadership Manager
Contact Details: 01709 822667,
paul.griffiths@rotherham.gov.uk



DEMOCRATIC RENEWAL SCRUTINY PANEL
Thursday, 12th June, 2008

Present:- Councillor Austen (in the Chair); Councillors Cutts, Foden, Dodson, J. Hamilton, Littleboy, Parker, Pickering and Tweed.

Apologies for absence were received from Councillors Johnston, Lakin and Mannion.

Also in attendance:- Councillor Wyatt, Cabinet Member for Sustainability and Innovation.

85. COMMUNICATIONS

The Chairman welcomed Councillors Parker and Tweed to their first meeting of this Scrutiny Panel.

The Chairman reported that the process of appointing co-optees was ongoing as the appointment of Parish Council representatives had not yet concluded. It was anticipated that the four co-optees would be in place for the next meeting in July, 2008.

The Chairman also proposed, as part of the Work Programme for 2008/09 the following:-

- Revising the first Parish Review and seeing in the Parish Charter had made a difference.
- Considering the Council's relationship with the voluntary and community sector.
- Continuation with the Equalities Themed Meetings, the next of which would examine how newly arrived children into schools was affecting community cohesion issues.
- Monitor the outcome of the Area Assemblies Scrutiny Review.

Any suggestions from other Members on what they would like to look at were welcomed.

An update on the Parish Boundary Review was requested and an update was to be provided for the next meeting in July, 2008.

86. DECLARATIONS OF INTEREST

There were no Declarations of Interest made.

87. QUESTIONS FROM MEMBERS OF THE PUBLIC AND THE PRESS

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

88. DATES AND TIMES OF FUTURE MEETINGS

Consideration was given to the dates of future meeting, which had been circulated. An amendment was proposed to move forward the 27th November meeting to the 4th December, 2008.

Resolved:- That with the amendment suggested the dates and time of future meetings be agreed.

89. REPRESENTATIVES ON PANELS AND WORKING GROUPS

Consideration was given to a report which set out the representatives on panels and outside bodies for the municipal year 2008/09.

Resolved:- (1) That Councillor Littleboy be appointed as this Scrutiny Panel's representative on the Members' Consultation Advisory Group and Councillor Austen be the named substitute Member.

(2) That Councillor Dodson be appointed as this Scrutiny Panel's representative on the Health, Welfare and Safety Panel and Councillor Foden be the named substitute Member.

(3) That contact be made with all Members of the Scrutiny Panel to request a nomination to be this Panel's representative on the Members' Sustainable Development Group. Should there be no nomination, Councillor Austen agreed to be this Scrutiny Panel's representative.

(4) That Councillor Austen be appointed as this Scrutiny Panel's representative on the Members' Training and Development Panel.

(5) That Councillors J. Hamilton and Austen be appointed as this Scrutiny Panel's representatives on the Looked After Children Sub-Group.

90. LGIU - SUPPORTING COUNCILLORS - A MANIFESTO FOR COUNCILS

Further to Minute No. 24 of the Members' Training and Development Panel held on 21st February, 2008, consideration was given to a launch of the Manifesto by the Local Government Unit (LGIU) asking local authorities to sign up to support and act on a dozen practical measures which could better support existing and future Councillors.

The Manifesto comprised twelve action points which local authorities were asked to sign up to in order to "send a clear signal to Government that Councils are serious about the need to support Councillors in order to continue to have effective Government".

At its meeting, the Members' Training and Development Panel considered the LGIU Manifesto and agreed to endorse the contents, but asked the Democratic Renewal Scrutiny Panel to consider whether the twelve aims of the Manifesto were ones which this Authority would wish to endorse

and whether they would wish to request the Cabinet to support this.

The Scrutiny Panel noted that many of the twelve action points were already embedded in the Council, such as Nos. 4, 7, 8, 10 and 12 and welcomed this Manifesto for Supporting Councillors.

Resolved:- (1) That this Manifesto be welcomed.

(2) That the Cabinet be asked to endorse the LGIU Manifesto of Support for Councillors.

(3) That an Action Plan be requested and for this Scrutiny Panel to monitor the twelve action points for progress.

91. DRAFT FINANCIAL INCLUSION STRATEGY

Consideration was given to a report and presentation submitted by Jane Woodford, Independent Consultant, which detailed how financial exclusion was a major problem for Rotherham's communities, starkly illuminated by the stranglehold of doorstep lending on our estates, the spiralling numbers of debt problems being handled by the advice agencies and the abysmally low levels of financial literacy amongst both young and old.

Lack of access to financial services including affordable credit, face-to-face debt and money advice and financial capability training left many of the most vulnerable members of society unable to fully participate in society and the economy. Tackling the problem in Rotherham through the implementation of the Financial Inclusion Strategy would have a significant impact on disadvantage across the borough and was a vital component of the action needed to break the cycle of disadvantage.

The presentation drew specific attention to:-

- Statistics about Financial Inclusion in Rotherham.
- How the Draft Strategy was developed.
- Plans for the future.
- Manager and Project Worker Funding.
- Rent in Advance Scheme.
- Future Support.

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

- Awareness raising in schools.
- Provision of leaflets and other material that Members could share with members of the public at surgeries.
- Rent in Advance Scheme loans, value for money and the numbers defaulted on.
- Costs and risks associated with the Rent in Advance Scheme loans.

- Links with the Illegal Money Lending Project.
- Supporting people and sharing information.
- Take up of loans with Credit Unions and their success.
- Promotion of Credit Unions and awareness raising.
- Development of the Action Plan and timescales.
- Department of Work and Pensions initiatives.
- Composition of Financial Inclusion Planning Group and whether this would benefit from Elected Member involvement.
- What was Rotherham's share of the £130 million Government funding.

Resolved:- (1) That the work being undertaken by the Financial Inclusion Planning Group and outlined in the Financial Inclusion Strategy be noted and supported.

(2) That the financial inclusion initiatives contained in the action plan be supported.

(3) That consideration be given to ways in which the Financial Inclusion Strategy could be more widely promoted, publicised and incorporated in other strategies borough wide.

(4) That a further report be submitted on the Financial Inclusion Action Plan.

(5) That the Members' Training and Development Panel include financial inclusion awareness training as part of the Member Development Programme.

(6) That this report be referred to the Deputy Leader for information.

(7) That the benefits of saving in a Credit Union be raised with Elected Members.

92. NEIGHBOURHOOD RENEWAL FUND – TRANSITIONAL FUNDING

Consideration was given to a report presented by Deborah Fellowes, Policy and External Affairs Manager, which detailed how in December, 2007 the Council was notified that it did not qualify for Working Neighbourhoods Funding due to the improvement in its comparative position within the Index of Multiple Deprivation 2007. However, as a previous Neighbourhood Renewal Fund area it would receive transitional funding over two years of £2.95 million.

The Cabinet have agreed a number of transitional themes and a process for the commissioning of this transitional funding.

The Neighbourhood Renewal Fund Accountable Body Team within Chief Executive's Directorate would co-ordinate the new commissioning process, which was captured in the Draft Commissioning Plan. Theme

Board proposals would be drawn together, implemented and monitored through this Team. Discussions with partners through the Chief Executive Officer Group of Rotherham Partnership have stressed the importance of developing a transparent and accountable process, clearly separating the roles of partners between that of governance and priority setting and the process for identifying the most appropriate delivery organisations.

Much of the process had been drawn from learning from previous rounds of Neighbourhood Renewal Fund and in particular the findings from an internal evaluation of the 2006-08 round and the findings of this Scrutiny Panel. Key issues which have been addressed through the new round included:-

- Clear roles and responsibilities within the process.
- Clear, open and transparent processes and timetables.
- Fair procurement processes, with open tendering in place where possible.
- Focus on specific areas of priority rather than covering a wide range of issues.
- Roles of Elected Members and Area Assemblies.
- One single process.

It was worth noting that Draft Commission Plan was still in draft form and whilst it had already been considered by the Cabinet and Rotherham Partnership, it was very much an evolving document and a further draft was due to be produced shortly. This could, therefore, take on board comments from this Scrutiny Panel.

The Chairman gave a brief summary of the Scrutiny Review and informed the Scrutiny Panel that the delay was caused by the Area Assemblies Review taking precedence. It was noted that a number of the Neighbourhood Renewal Fund recommendations were currently being actioned. It was pointed out that Scrutiny Reviews always sought to add value and made a tangible difference. It was decided by the former Chairman, Councillor Glyn Whelbourn, in consultation with the Cabinet Member for Communities and Involvement, that the Scrutiny Review would add more value if it was integrated with the report the Cabinet Member was taking to Cabinet. This report would show what was changing in terms of transitional funding and would specifically address the recommendations made by the Scrutiny Review and how they were being implemented. This would ensure Scrutiny was adding value and making a difference and not taking forward reports with outdated recommendations.

Rotherham would receive £2.95 million transitional funding over two years and would receive no further Neighbourhood Renewal Fund or Working Neighbourhoods Fund. It had been clarified with Government Office that within the carry forward requirements of the Area Based Grant it was possible to spend the allocation over three years.

This report also contained proposals to roll the Community Cohesion element of the Area Based Grant into this commissioning process.

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

- Use of acronyms in Committee reports.
- Area based activity and devolved budgets and the impact on the community concerned.
- Level of deprivation and the impact of reduced funding at a community level.
- Allocation of £360,000 over three years for the seven Area Assemblies.
- Appraisal process and the initiatives to target the cause and problems associated with deprivation.
- Former super output areas and the funding to those areas that were exceptionally deprived.
- Neighbourhood Renewal Fund previously geographically targeted deprived areas.
- Allocation of funding and how this would be allocated and delivered within the framework.
- Delivery organisations, which had not yet been identified.
- Detailed proposals to develop individual plans for the new themes.
- Allocation of £100,000 from the Area Based Activity element for the tracking of resources and spend at a neighbourhood level.
- Effects and benefits of the fund per ward.
- Closing the gap and the improvements made.
- Commissioning process and awareness raising with voluntary and community organisations.

Resolved:- (1) That the commissioning process for Neighbourhood Renewal Fund Transitional Funding be noted.

(2) That detailed proposals to develop individual plans for the new themes be submitted to this Scrutiny Panel for consideration in due course.

(3) That information per ward be provided on the impact and benefits of the fund.

93. PROMOTING EFFECTIVE WRITTEN COMMUNICATION AND THE USE OF PLAIN ENGLISH WITHIN RMBC - PROGRESS REPORT AND RESULTS OF AN OFFICER AUDIT

Consideration was given to a report presented by Tracy Holmes, Head of Corporate Communications and Marketing, which presented the result of an audit regarding the Council's use of the Plain English Campaign's Crystal Mark and presented further recommendations to develop the approach to plain English in line with best practice.

The report drew specific reference and further information on:-

- The Crystal Mark Audit.
- Plain English Resources – RMBC Intranet.
- Potential for a “Junk The Jargon” Campaign to promote plain English Council wide and for possible launch in September, 2008.
- Plain English Champions.

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

- Examples of letters sent by officers to Members.
- Support in the use of plain English in political arenas.
- Use of acronyms in Committee reports.
- Advice and practical guidance on written communication.
- Member audit and when this would commence.
- Member evaluation and incorporation of this on the checksheet for reports.
- Proposal for Plain English Champion – Councillor Brian Cutts.
- Crystal Mark accreditation and the costs involved.

Resolved:- (1) That the summary comments made by the Council's Service Directors be noted on the audit carried out by the Head of Corporate Communications and Marketing to determine the extent to which the Plain English Campaign's Crystal Mark had been adopted across Strategic Directorates.

(2) That the use of these outcomes be supported in a further audit involving Elected Members, including one-to-one meetings with Cabinet Members to learn from their experiences.

(3) That the principle of Plain English Champions in each Directorate and the launch of a Council wide “Junk the Jargon” campaign be endorsed.

(4) That the progress made in other areas be noted and a further progress report be submitted to this Scrutiny Panel in two months' time.

(5) That consideration be given to the incorporation of an evaluation section on the checksheet for reports.

94. MINUTES OF THE MEETING OF THE DEMOCRATIC RENEWAL SCRUTINY PANEL HELD ON 3RD APRIL, 2008

Resolved:- That the minutes of the meeting of the Democratic Renewal Scrutiny Panel held on 3rd April, 2008 be approved as a correct record for signature by the Chairman.

95. MINUTES OF A MEETING OF THE CABINET MEMBER FOR COMMUNITIES AND INVOLVEMENT HELD ON 19TH MAY, 2008

Resolved:- That the minutes of the meeting of the Cabinet Member for Communities and Involvement held on 19th May, 2008 be noted.

96. MINUTES OF THE MEETING OF THE PERFORMANCE AND SCRUTINY OVERVIEW COMMITTEE HELD ON 28TH MARCH, 11TH AND 25TH APRIL, 2008

The Scrutiny Panel noted the minutes of the meetings of the Performance and Scrutiny Overview Committee held on 28th March, 11th and 25th April, 2008.

97. MINUTES OF A MEETING OF THE MEMBERS' TRAINING AND DEVELOPMENT PANEL HELD ON 17TH APRIL, 2008

The Scrutiny Panel noted the minutes of the meeting of the Members' Training and Development Panel held on 17th April, 2008.

COMMUNITIES AND INVOLVEMENT
12th June, 2008

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

14. DECLARATIONS OF INTEREST

There were no Declarations of Interest to report.

15. MINUTES OF THE PREVIOUS MEETING HELD ON 19TH MAY, 2008

Resolved:- That the minutes of the meeting of the Cabinet Member for Communities and Involvement held on 19th May, 2008 be approved as a correct record for signature by the Chairman.

With regards to Minute No. 86 (EU Migration) a conference had now been held on the impact of the Roma community on education. Notes and minutes of this conference would be circulated in due course.

A report relating to Minute No. 87 (Parish Review) was to be submitted to the Corporate Management Team on Monday, 16th June, 2008. A briefing was proposed for the Cabinet Member.

16. SOUTH YORKSHIRE FUNDING ADVICE BUREAU - UPDATE

Richard Hindley from South Yorkshire Funding Advice Bureau, accompanied by Ian Paisley, gave an update on progress against the Service Level Agreement drawing particular attention to:-

- Funding for 267 groups in Rotherham, 165 of which were highly satisfied.
- Funding Development Worker gave 1:1 support to 112 groups.
- 233 groups attended 12 arranged events.
- Helped groups raise over £1 million over the last three years.
- Plans to work with over 70 groups to give funding advice.
- Changes in Rotherham due to some reduction in funding like Objective 1.
- Vibrancy in Rotherham's voluntary and community sector.
- Increase in requests for constitutional and legal advice.
- Training sessions to help with Lottery bids and application advice.
- Impact on the sector due to the complexity of funding bids.
- Rotherham's benefits of being a "Fair Share Area".
- Staffing replacements within SYFAB.
- Information toolkits and I.T. projects.
- Joint working with Voluntary Action Rotherham.
- Range of support available.
- Evaluation of the Service Level Agreement and the need for more discussion on the future Service Level Agreement.

- Complexity of work and the burden placed on voluntary and community sector groups.
- Development role for funding advice.

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

- Training evaluation and numbers of successful outcomes as a result of the advice.
- Relationships with Voluntary Action Rotherham and the level of support to the voluntary and community sector.
- Need for the review of the way the Council funds the voluntary and community sector.
- Commissioning Framework and the need to work with the voluntary and community sector.
- Discussions about future funding options.
- Performance management of funding advice.
- Seminar proposals for 28th October, 2008.

Resolved:- (1) That Richard Hindley and Ian Paisley be thanked for their attendance.

(2) That the information be noted and the proposed discussions take place.

17. COMMUNITY COHESION CONTINGENCY PLANNING

Consideration was given to a report presented by Zafar Saleem, Community Engagement and Cohesion Manager, which summarised the Communities and Local Government "Guidance for Local Authorities on community cohesion contingency planning and tension monitoring" published in May, 2008 and made recommendations to respond to the guidance.

Local Authorities and Partners were encouraged to consider developing a local cohesion contingency plan that ensured a quick and coherent response to incidents that may threaten community cohesion.

The guidance was welcomed and would be championed by the Cabinet Member.

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

(2) That the guidance be referred to Rotherham Community Cohesion Partnership for them to:-

- Develop a partnership approach to implementing the guidance.
- Ensure the recommendations within the guidance are responded to within the new Rotherham Community Cohesion Plan, currently

under development.

18. FORWARD PLAN/WORK PROGRAMME FOR COMMUNITIES AND INVOLVEMENT

Work was now taking place on the Forward Plan/Work Programme and would be circulated and submitted to the Cabinet Member shortly.

Resolved:- That the plan be submitted to the next meeting of the Cabinet Member.

19. VOLUNTARY ACTION ROTHERHAM UPDATE

Janet Wheatley, Chief Executive for Voluntary Action Rotherham, gave an update on Voluntary Action Rotherham's progress drawing particular attention to:-

- Update on Performance.
- The Spectrum – purpose built building.
- Future of Durlston House.
- VAR worked with 252 groups in the borough.
- High customer satisfaction.
- Network and partnership working facilitated by VAR.
- VAR's achievement of quality standards.
- Contracted activity for the South Yorkshire Improvement Plan.
- Agreement of the Service Level Agreement until 2011.
- LINKS Contract.
- VBid Activity.
- ERDF Proposal Development.
- Transferred NRF activity.
- Future Strategic Drivers.
- Impact on the voluntary and community sector.

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

- Number of projects whose funding has run out.
- Efficiencies of similar organisations.
- Expectations from the Service Level Agreement.
- Identification of key drivers for voluntary and community groups.
- Clear vision and direction.

Resolved:- (1) That Janet Wheatley be thanked for her attendance.

(2) That the information be noted and the Future Strategic Drivers and the impact on the voluntary and community sector be included as an agenda item for further discussion at the next meeting of the Cabinet Member on the 7th July, 2008.

20. DATE AND TIME OF NEXT MEETING

Resolved:- That the next meeting of the Cabinet Member for Communities and Involvement would take place on Monday, 7th July, 2008 at 11.30 a.m.

PERFORMANCE AND SCRUTINY OVERVIEW COMMITTEE
13th June, 2008

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

Apologies for absence were received from Councillors Austen, Gilding and Swift.

19. DECLARATIONS OF INTEREST

There were no declarations of interest made at this meeting.

20. QUESTIONS FROM MEMBERS OF THE PUBLIC AND THE PRESS

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

21. RBT PERFORMANCE UPDATE

The Chairman welcomed Paul Hamblett, RBT Enterprise Programme Office Manager, and Paul Briddock, Director of Operational Services, RBT Connect Ltd., together with Mark Gannon, Transformation and Strategic Partnerships Manager.

Paul Hamblett presented, with the aid of powerpoint, the submitted report detailing the progress and performance of RBT for the period 1st January to 31st March, 2008.

The presentation covered:-

- SLA Performance.
- Rotherham Connect Contact Centre Update.
- Rotherham Connect Call Volumes.
- Human Resources and Payroll.
- ICT.
- Procurement.
- Savings Update.
- Revenue Collection.
- Revenues and Benefits:- Council Tax Collection
- RBT Complaints by Ward.

Highlights for the period included:-

- SLA failure within Customer Services in January.
- Services respond to the Civic asbestos scare in February.
- New Housing Repairs system.
- Council Tax year-end billing and its impact on services.
- Maltby JSC recruitment commenced.
- 'Tell Us Once' pilot continues.
- Welfare Rights and Money Advice Services 2007/08 performance.

- Payroll Accuracy SLA achieved across the quarter.
- Annual pay award process complete.
- Job Evaluation phase 2 commenced.
- Work on Local Government Pension Scheme changes started.
- HR Consultancy work increased.
- All ICT SLAs achieve their contractual targets.
- RMBC CMT directs that all RMBC graphic design and print requirements to be commissioned via RBT Design and Printing Service.
- SLA failures in Procurement in March.
- BVPI8 performance improvement in 2007/08.
- Procurement Service supports local business.
- Benefits Service retains its 4* CPA score.
- Revenue collection performance.
- Revenues and Benefits SLA performance.

The report set out:-

- Service by service overview covering:-
 - Customer Services/Public Access.
 - HR and Payroll.
 - ICT.
 - Procurement.
 - Revenues and Benefits.
- Progress Against Corporate Initiatives:-
 - Equalities and Diversity.
 - Investors in People.
 - Consultation/Complaints.

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

- Contact centre drop in performance over Christmas.
- Job evaluation implications.
- Trading position regarding print and photographic services for South Yorkshire Passenger Transport Executive.
- Accessing Council Intranet from home.
- Council tax payments.
- Welfare rights review.
- Complaints by ward.
- Viability of a single contact to trigger necessary arrangements for cancelling services etc regarding the registering of a death.
- Percentage of catalogued goods or services delivered within the lead times displayed in the item file.
- Percentage of undisputed invoices for commercial goods and services that were input within 25 calendar days of such invoices

- being received by the Purchase to Pay team.
- Percentage of NNDR collected for the year.
- Annual number of reductions in benefit entitlement.

Resolved:- That the information be noted.

22. LOCAL AREA AGREEMENT 2008 - 2011

Further to Minute No. 183(4) of the meeting of this Committee held on 11th April, 2008, Vince Roberts, Partnership Manager, presented the submitted report summarising the current position regarding the development and approval of Rotherham's Local Area Agreement 2008-2011.

Highlighted were the key issues raised at the respective scrutiny panel meetings during March and April, 2008. The Committee considered scrutiny involvement in the performance management of the Agreement and the review/refresh planned for the autumn of this year.

The general feeling was that a small number of key issues/measures should be identified for in depth examination every couple of months, along with any 'exception' issues.

Serious acquisitive crime was particularly referred to as a potential measure.

Resolved:- (1) That the current position regarding the development and approval of Rotherham's Local Area Agreement 2008-2011 be noted.

(2) That a report be submitted in late July, 2008 outlining the risks and performance of the existing Local Area Agreement 2006-2009.

(3) That, regarding involvement in the review/refresh of the Local Area Agreement 2008-2011, a report be submitted suggesting key measures that could be finalised for in depth examination.

23. CORPORATE IMPROVEMENT PLAN

Tim Littlewood, Principal Officer Performance Management, presented the submitted report highlighting the progress made to date with implementation of the Corporate Improvement Plan and actions achieved or on target for completion, actions not achieved or delayed. Also highlighted were any new ideas which needed to be introduced as part of its regular updating.

To date, 77% of the actions had either been achieved, were ongoing or were on target for completion.

The report covered:-

- Areas of achievement/significant progress in respect of:-

- CPA Service Blocks.
- Sustainable Community Strategy/Local Area Agreement/Corporate Plan Refresh.
- Our Future.
- Financial Management.
- Data Quality.
- Awards.

- Areas of delay/concern in respect of:-

- Direction of Travel.
- Customer Access Strategy.
- Health Scrutiny.
- Management Development Centres.
- Conditions of Footways.
- Single Partnership Community Newsletter.
- White Paper Publications.

- Revisions to the Corporate Improvement Plan.

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

- Single partnership community newsletter and editorial control.
- Health Scrutiny capacity building day.
- Produce and submit annual Direction of Travel Statement – not achieved.
- Improve Direction of Travel programme indicators – not achieved.
- Improve consultation and involvement of service users through development and introduction of a detailed councillor call for action – delayed.

Resolved:- (1) That the progress being made with the implementation of the Corporate Improvement Plan and the actions raised as delayed/areas of concern be noted.

(2) That the suggestions additions to the Corporate Improvement Plan be noted.

(3) That Tracy Holmes, Head of Communications and Marketing, be requested to attend a future meeting of this Committee to update Members on the editorial control of the single partnership community

newsletter.

24. PROSPEROUS PLACES: TAKING FORWARD THE REVIEW OF SUB - NATIONAL ECONOMIC DEVELOPMENT AND REGENERATION

Deborah Fellowes, Policy and External Affairs Manager, presented the submitted report which detailed the Government's published findings into the Sub-National Review of Economic Development and Regeneration on 17th July, 2007. It proposed widespread implications for local authorities and sub-regional groupings in terms of devolving responsibilities and funding regimes, in relation to economic development.

On 31st March, 2008 it published the long awaited consultation paper on how this review was to be taken forward. This paper contained a draft response to the consultation paper. The response deadline was 20th June, 2008.

The report submitted provided further information on the key issues and next steps.

There were no direct financial implications at this stage. The Sub-National Review proposed a number of significant changes that would require primary legislation to implement. It was likely that this would take a number of years to achieve e.g. abolition of regional assemblies and transfer of responsibilities was not expected before 2010. However, the proposals would ultimately have financial implications for local authorities in terms of devolved funding, but also in terms of the additional costs of administering devolved responsibilities.

Many of the details of the proposals set out in the Sub-National Review were yet to be worked through. Therefore, at this stage there was an opportunity to get involved and try to influence the emerging plans for implementation.

The Committee considered the draft response, focusing on the scrutiny element.

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

- Proposed deletion of first sentence in the response to question 3 regarding potential conflict of interest.
- Role of overview and scrutiny.
- Role of the Leader's Forum.
- Weakness of links with learning skills.

- Submission of report to the Regeneration Scrutiny Panel.

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

(2) That the draft response be supported.

25. CORPORATE RISK REGISTER - QUARTERLY REPORT TO 31ST MARCH, 2008

Steve Merriman, Governance and Risk Manager, presented the submitted report which showed the latest position in how the Council's most significant risks were being managed.

The report drew specific attention to:-

- Corporate risks at a glance.
- Current Risk Assessment.
- Target Risk Assessments, after mitigating controls put in place.

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 mitigated risks. Any additional costs associated with the risks would be reported to the Corporate Management Team for consideration on a case by case basis.

It was important to review continuously the effectiveness of the Council's approach to capturing, managing and reporting corporate risks. This 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 particular concern was expressed regarding schools ensuring requirements were met in respect of engagement with physical activity in schools.

Resolved:- (1) That the contents of the updated corporate risk register be noted.

(2) That it be noted that there were presently no residual red risks.

(3) That no further risks be added to the register at the present time.

(4) That, with regard to the provision of physical activities in schools, Steve Merriman, Cath Saltis and Matt Gladstone liaise to consider a way forward.

26. REVIEW OF THE LOCAL CODE OF CORPORATE GOVERNANCE

Steve Merriman, Governance and Risk Manager, presented the submitted report indicating that it was best practice to review the Local Code of Corporate Governance annually.

This year the Code was being amended to take account of the new CIPFA/SOLACE framework publication "Delivering Good Governance in Local Government" issued in 2007.

The revised framework recognised the modern roles of local authorities. One focus of the new framework was on the six core principles of good governance emanating from the 2004 OPM/CIPFA (Langlands) Report "The Good Governance Standard for Public Services" as amended by CIPFA/SOLACE in 2007.

The differences between the present code and the proposed amended code were detailed in the report.

Discussion and a question and answer session ensued and particular reference was made to Good Governance Principle 5:- "Rotherham will develop the capacity and capability of Members and officers to be effective".

Resolved:- (1) That the amended Code be noted and supported.

(2) That it be noted that the amended Code would be used to help test the effectiveness of the Council's governance arrangements in order to inform the production of the Annual Governance Statement.

(3) That the Good Governance Principle 5 be referred to the Members' Training and Development Panel for consideration.

27. DRAFT WORK PROGRAMME 2008/09

Cath Saltis, Head of Scrutiny Services, presented briefly the submitted draft work programme for the Committee for 2008/09.

It was noted that work regarding Yorkshire South Tourism was ongoing.

Concern was expressed at the removal of telephone boxes, particularly in rural areas which was seen as a potential area of work. Cath Saltis undertook to pursue this matter.

Resolved:- That the draft work programme, as now submitted, be approved.

28. MINUTES

Resolved:- That the minutes of the meeting held on 23rd May, 2008 be approved as a correct record for signature by the Chairman.

29. WORK IN PROGRESS

Members of the Committee reported as follows:-

- (a) Councillor Boyes reported that the first meeting of the Regeneration Scrutiny Panel in the new municipal year had considered issues relating to:-
 - Pre-payment for parking.
 - Scrutiny review work on the image and identity of Rotherham.
- (b) Councillor Jack reported that the Adult Services and Health Scrutiny Panel had set the work programme for the year.
- (c) Councillor J. Hamilton reported that the Democratic Renewal Scrutiny Panel had considered a report and the results of an officer audit relating to promoting effective written communication and the use of plain English within the Council.
- (d) Councillor Whelbourn reported that the scrutiny reviews relating to Corporate Complaints and Customer Advice Centres had been submitted to Cabinet.
- (e) It was noted that the Sustainable Communities Scrutiny Panel had set its work programme for the year and included would be:-
 - A one day scrutiny review of allocations from the consumer perspective.
 - Approach to the voids problem.
 - Review of the housing needs of migrant workers.
 - LAA project.
- (f) It was noted that the Children and Young People's Services Scrutiny Panel had considered:-
 - Priorities for Children and Young People's Services 2008/09.
 - Future challenges for the Youth Service.
 - Work programme for the year.

30. CALL-IN ISSUES

There were no formal call in requests.

NEW ARRIVALS WORKING PARTY
Friday, 13th June, 2008

Present:- Councillor Sharman (in the Chair); Councillors Akhtar and Hussain.

Apologies for absence:- Apologies were received from Rushforth and S. Wright.

1. MINUTES OF MEETING HELD ON 30TH JANUARY, 2008

The minutes of the previous meeting, held on 30th January, 2008, were agreed as a correct record.

2. NEW EUROPEAN MIGRATION

A report was presented on behalf of the Community Engagement and Cohesion Manager on progress in developing a partnership approach to respond to the impact of migration of people from EU accession countries to the Borough.

Leadership structures for managing new migration, including monitoring arrangements, had been agreed by the Rotherham Partnership Board as well as joint working through the Community Cohesion Partnership and this Working Group. Designated strategic lead officers from each partner agency had been designated by each partner agency to work together to accelerate progress on identified priorities.

Discussion and comment was made on the proposals for further action to be led by the Community Engagement and Cohesion Manager together with a strategic level manager from Rotherham PCT and South Yorkshire Police Rotherham Command.

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

(2) That the development of a welcome pack be discussed at the Corporate Management Team.

3. REVISED REGIONAL CLUSTER LIMITS FOR DISPERSED ASYLUM SEEKERS

The Asylum Team Leader submitted a report on the revised regional cluster limits for dispersed asylum seekers.

The regional working group established by the United Kingdom Borders Agency (UKBA) had revised the cluster limit of 1 asylum seeker per 300 host population as opposed to the previous ratio of 1 in 200. This would mean Rotherham's maximum number of asylum seekers would reduce from 1, 247 to 844.

The UKBA was working towards a more equitable distribution of asylum

seekers across the region and had identified that numbers should fall in Rotherham to around 600.

The process would start in November, 2008.

Agreed:- That the report be noted.

4. CASE RESOLUTION PROGRAMME

The Asylum Team Leader reported on the outcome of the family phase of the Case Resolution Programme which had had minimal effect on Rotherham.

The next phase of the Programme was currently being formulated by UKBA where any asylum claim made before March, 2007, will be considered. Once UKBA had identified the profile of claimants for each local authority area, they would meet with the local authority to review the Programme's impact.

Agreed:- That the report be noted.

5. ASYLUM PROJECT TEAM - BUDGET

The Asylum Project Team Leader gave a verbal update on the final budget position for the 2007/08 financial year which had shown a surplus.

Agreed:- That a report be submitted to the next meeting detailing the budget outturn and projected budget.

6. NEW ARRIVALS FROM EASTERN EUROPE - IMPACT ON CHILDREN AND YOUNG PEOPLE'S SERVICES

The Director of Inclusion, Voice and Influence presented a report on the impact of new arrivals from Eastern European on the Children and Young People's Services. A verbal update was given on the current situation which showed that numbers had stabilised in the past year.

All authorities had been campaigning for additional funding for new arrivals. The Government had announced proposals on how it would fund Children's Services and the numbers required to trigger additional funds.

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

(2) That a report be submitted to the September meeting on school admission figures for newly arrived children.

7. DATE OF NEXT MEETING

Agreed:- (1) That a further meeting of the New Arrivals Working Party be held on Wednesday, 23rd July, 2008, commencing at 9.00 a.m.

(2) That a report be submitted on the work undertaken by the Locality Teams, Children and Young Peoples' Services.

**MEMBERS' TRAINING AND DEVELOPMENT PANEL
THURSDAY, 26TH JUNE, 2008**

Present:- Councillor Gosling (in the Chair); Councillors Austen, Foden, McNeely, Pickering, Sangster, Smith, Turner and Wootton.

Apologies for Absence were received from Mayor (Councillor G. A. Russell), Councillors Cutts, Dodson, Hodgkiss, Lakin, Littleboy, Rushforth, Sharman, Whelbourn and Whysall.

36. APPROVAL OF MEMBERSHIP

The meeting was provided with a copy of the current membership of the Members' Training and Development Panel for this Municipal Year 2008/09.

Agreed:- That the membership as indicated be approved, subject to the following amendments:-

- Councillor Wootton to be removed as representing the Adult Services and Health Scrutiny Panel, as he was already appointed as a representative from the Licensing Board. A further representative from the Adult Services and Health Scrutiny Panel should, therefore, be sought.
- Councillor Foden to be appointed as official substitute for the representatives of the Licensing and Planning Boards.
- Councillor Dodson to be appointed to the Panel as an Area Assembly Chair.
- A newly elected Member continue to be sought.

37. ELECTION OF VICE-CHAIR

Consideration was given to the election of a Vice-Chairman for this Panel for the year 2008/09 and Councillor Gosling was nominated by Councillor McNeely and seconded by Councillor Wootton.

Agreed:- That Councillor Gosling be appointed Vice-Chairman of this Panel for the year 2008/09.

38. MINUTES OF THE PREVIOUS MEETING HELD ON 17TH APRIL, 2008

The minutes of the previous meeting held on 17th April, 2008 were agreed as a correct record.

39. MEMBERS AND I.T. WORKING

Consideration was given to a report presented by Bronwyn Moss, Scrutiny Adviser, which updated Members on the switch to broadband and proposed a protocol around equipment for former Members.

The broadband scheme was continuing to be rolled out with new laptops also being issued. There have been a few glitches, but on the whole Members have been pleased with the ease of installation and appreciate the vast improvement which broadband makes to their email, intranet and internet access.

A few issues have arisen from the whole process:-

- RBT's reluctance to issue new laptops until equipment from outgoing Councillors had been received.
- Equipment for new Members had also been delayed which has meant them being excluded from the process of receiving minutes by e-mail.
- The new laptops have a new version of Outlook on them which required new skills to use.

To prevent unnecessary delays in the future it was proposed that a protocol be negotiated with RBT and individual IT tutorial arranged with new Members within two weeks of their election.

Thanks were offered to Mark Gannon, Transformation and Strategic Partnerships Manager, and Richard Copley, ICT Strategy and Client Co-ordinator, who negotiated this new package and project managed the installations, but it was suggested that their attendance be requested at the next meeting to answer and advise on some of the I.T. queries Members had on broadband connections and access to Members' websites.

Agreed:- (1) That the protocol around equipment for newly elected Members and those who were standing down be endorsed.

(2) That a representative from I.T. attend the next meeting of this Panel to answer and advise on broadband connections and I.T. related concerns.

40. MEMBER DEVELOPMENT PROGRAMME 2008/09

Consideration was given to the proposed Member Development Programme 2008/09 which included the induction and autumn programme proposals as well as details on the Leadership Academy, Mentoring, I.T. Training and the South Yorkshire Improvement Programme

Discussion ensued on the details of the report relating to "Refresh Your

Skills" week, the Leadership Academy, Mentoring, I.T. training and the South Yorkshire Improvement Programme and these proposals were welcomed.

Reference was also made to the effectiveness and timetabling of Council Seminars and the possibilities of scheduling them later in the day, whether a Member Development page could be developed on the Intranet to include presentations and other material of interest, a discussion to take place on the importance and significance of seminars and whether they could be provided in alternative formats.

Agreed:- (1) That the Member Development Programme, as proposed, be approved and circulated to all Members of this Panel with the relevant dates inserted.

(2) That consideration be given to issues relating to Council Seminars and whether a Member Development Page could be developed on the Intranet.

41. DATE AND TIME OF NEXT MEETING

Agreed:- That the next meeting of the Panel take place on Thursday, 24th July, 2008 at 2.00 p.m.

Members were also reminded to complete the questionnaires/surveys circulated and to return them as soon as possible.