

DEMOCRATIC RENEWAL SCRUTINY PANEL

Venue: Town Hall, Moorgate
Street, Rotherham.

Date: Thursday, 11 June 2009

Time: 3.30 p.m.

A G E N D A

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

For Decision:-

6. Representatives on Working Groups and Panels (report herewith) (Pages 1 - 2)

For Monitoring:-

7. The Safer Rotherham Partnership (report herewith) (Pages 3 - 5)
A presentation will also take place at the meeting.
8. Devolved Budgets for Area Assemblies – Progress Report (herewith) (Pages 6 - 16)
9. Presentation by Councillor Hussain, Cabinet Member for Community Development and Engagement.
10. Community Leadership Fund 2008-2009 (report herewith) (Pages 17 - 33)

Minutes - For Information:-

11. Minutes of the meeting of the Democratic Renewal Scrutiny Panel held on 9th April, 2009 (herewith). (Pages 34 - 39)
12. Minutes of a meeting of the Cabinet Member for Communities and Involvement held on 6th April, 2009 (herewith) (Pages 40 - 43)
13. Minutes of the meeting of the Performance and Scrutiny Overview Committee held on 11th and 25th April, 2009 (see Delegated Powers Book pages 1T to 13T).
14. Minutes of a meeting of the Members' Training and Development Panel held on 16th April, 2009 (herewith) (Pages 44 - 48)

**Date of Next Meeting:-
Thursday, 16 July 2009**

Membership:-

Chairman – Councillor Austen
Vice-Chairman – Councillor J. Hamilton
Councillors:- Currie, Cutts, Dodson, Johnston, Littleboy, Mannion, Nightingale,
Parker, Pickering, Sims and Tweed

Co-opted Members

Joanna Jones (GROW)
Taiba Yasseen (REMA)
Councillor A. Buckley (Parish Council Representative)
Councillor E. Shaw (Parish Council Representative)

ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS

1.	Meeting:	DEMOCRATIC RENEWAL SCRUTINY PANEL
2.	Date:	11TH JUNE, 2009
3.	Title:	REPRESENTATIVES ON PANELS AND WORKING GROUPS
4.	Directorate:	CHIEF EXECUTIVE'S DIRECTORATE

5. Summary

Confirmation of memberships of the various Council sub-groups for the Municipal Year 2009/10 is required.

6. Recommendations

- (1) to confirm existing membership where appropriate.**
- (2) to consider revised memberships where necessary.**

7. Proposals and Details

To consider membership of the following:-

a. Health, Welfare and Safety Panel

Current Membership – Councillor Dodson and Councillor Foden as substitute.

To confirm Member and nominate Substitute. (N.B. Member commitment required with substitute attending if nominated Member cannot)

b. Members' Sustainable Development Group

Current Membership – Councillor Austen.

To confirm Member.

c. Members' Training and Development Panel

Current Membership – Councillor Austen

To confirm Member.

e. Looked After Children Sub-Group

Current Membership – Councillors Austen and J. Hamilton.

To confirm Members.

8. Finance

None significant.

9. Risks and Uncertainties

Memberships are required to ensure continuity of the Council's business.

10. Policy and Performance Agenda Implications

Memberships are required to ensure continuity and progression of the Council's business

11. Background Papers and Consultation

None.

**Contact Name:- Lewis South, Democratic Services Manager
Ext 2055**

lewis.south@rotherham.gov.uk

ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS

1.	Meeting:	Democratic Renewal Scrutiny Panel
2.	Date:	Thursday 11th June 2009
3.	Title:	The Safer Rotherham Partnership
4.	Directorate:	Neighbourhoods and Adult Services

5. Summary

The Police and Justice Act 2006 brought in a specific responsibility for Local Authorities to introduce a crime and disorder committee. It was agreed by Cabinet on the 29th April 2009 that this committee would be the Democratic Renewal Scrutiny Panel.

This will include scrutiny of community safety, anti-social behaviour and to particularly scrutinise the work of the Safer Rotherham Partnership. They will also have the specific responsibilities for Councillor Call for Action.

This report is intended to give members of the Democratic Renewal Scrutiny Panel an insight and overview of the Safer Rotherham Partnership, which is the Crime and Disorder Reduction Partnership for Rotherham

6. Recommendations

That the Democratic Renewal Scrutiny Panel:

Notes the content of the report, which will be supported on the day by a detailed presentation.

Proposals and Details

The 1998 Crime and Disorder Act established Crime and Disorder Reduction Partnerships, (CDRP) to adopt a multi-agency approach to tackle crime and disorder. The Partnership should be representative of statutory, voluntary and private organisations who have a role in addressing crime and disorder.

The Crime and Disorder Act, 1998 and in particular Section 17 imposes a duty on local authorities and the police to "without prejudice to any other obligation imposed upon it - exercise its function with due regard to the need to do all it reasonably can to prevent crime and disorder in its area".

There is an understanding that "no single organisation can hope to reduce the incidence of crime. Local organisations need to work together to develop comprehensive solutions to improve the community's quality of life" (Audit Commission).

In accordance with the Crime and Disorder Act, 1998 there is a Crime and Disorder Reduction Partnership for each local authority in the UK. The Safer Rotherham Partnership (SRP) is the CDRP for Rotherham.

South Yorkshire Police, RMBC, South Yorkshire Police Authority, South Yorkshire Fire & Rescue Service and NHS Rotherham are statutory members of the SRP and must be involved.

Although there is statutory membership, CDRP's are encouraged to engage with as many local agencies and voluntary groups as possible in order to achieve a truly community-based multi-agency approach to crime reduction. The SRP consists of an Executive Group that meets monthly and a wider Board that meets quarterly. Both groups have a strategic overview of crime and disorder issues in the borough and through that drive activity of the Joint Action Group, which is the operational delivery arm of the partnership.

The SRP sits beneath the Safe Theme Group of the Local Strategic Partnership and ensures that the vision within the Community Strategy and targets and objectives within the Local Area Agreement are robustly taken account of.

All CDRP's are primarily funded by the Home Office and are therefore accountable. CDRP's performance is managed through analysis of their delivery.

- Establishing the type and levels of crime and disorder in their borough through a Joint Strategic Intelligence Assessment (JSIA).
- Consultation to make sure that the partnership's perception of crime and disorder matches that of local people.
- Devising a plan containing measures to tackle those priority problems, including targets and responsible individual/organisation.
- The plan lasts for three years, but must be kept under review by the partnership.

The work of the Safer Rotherham Partnership is parallel to national government strategies and targets and also considers national policing plans.

Through the JSIA, Crime and Disorder information is collected from various sources to support the overall final analysis that identifies and proposes the crime and disorder priorities that the Safer Rotherham Partnership should be addressing and which will form the basis of the Partnership Plan. Once identified and agreed, each of the priorities are taken over by a multi-agency priority group that has responsibility for delivering against set annual targets, with performance being measured monthly and reported to both the SRP and Joint Action Group.

The SRP oversees a robust performance management framework whereby slippage in performance against target is quickly identified and where necessary, made subject of a multi-agency performance clinic.

The SRP has made a major contribution to the significant reductions in crime in Rotherham in recent years but is conscious of the effect that perceptions and fear of crime is having on our communities.

8. Finance

9. Risks and Uncertainties

10. Policy and Performance Agenda Implications

11. Background Papers and Consultation

Contact Name : *Steve Parry, RMBC Neighbourhood Crime & Justice Manger/Safer Rotherham Partnership Manager.*

Tel 01709 (33)4565

Steve.parry@rotherham.gov.uk

ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS
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1.	Meeting:	Democratic Renewal Scrutiny Panel
2.	Date:	11th June, 2009
3.	Title:	Devolved Budgets for Area Assemblies – Progress Report
4.	Directorate:	Neighbourhoods and Adult Services

5. Summary

Led by Elected Members, the Area Assembly is responsible for delivering the government's challenge to **empower** communities in service delivery and planning and to 'encourage access and participation from local residents in the democratic process'.

Rotherham is already ahead of the game in many aspects, the Government vision is of local authorities working with partners particularly those from Parish Councils and the statutory and vol/com sector, to reshape public services around the citizens and communities that use them.

This report provides a progress report to Democratic Renewal Scrutiny Panel on the implementation of the Area Assemblies Devolved Budget process for 2008/09 and 2009/10.

The Area Assemblies Devolved Budget Process has

- Strengthened the Community Leadership role of Elected Members by providing opportunities to work with partners and the community in a very practical way, encouraging groups to apply, supporting them in the process and working with the community to get their views on projects
- Funded through partnership working and listening to communities 61 projects in 08/09 - 169 were submitted for approval 09/10 .

6. Recommendations

- i. **Members receive the report**
- ii. **Members note the information contained and the progress made to date**

7. Proposals and Details

In November 2008 Cabinet approved new Delegated Powers, Terms of Reference for Area Assemblies and Co-ordinating Groups, and a procedure for the implementation of devolved budgets.

The Area Assemblies devolved budget procedure referred to in the November 2008 Cabinet Report identified the types of projects which could be funded through Area Assemblies devolved budgets, and a delivery criteria for the fair and transparent commissioning of projects, including who could submit applications, (Council Directorates, a Community Group or a Partner Organisation). Projects may be delivered by either RMBC, partners or organisations within the Voluntary and Community Sector, The report stated that any projects funded and delivered, would be based on priorities identified by communities, partners and agencies and also contribute to corporate objectives.

Additions were made to this procedure including supplementary information needed to ensure robust financial systems were in place including details establishing the 'organisational fitness' of project organisations, Service Level and funding and advanced funding agreements in line with Council policy and practice on external funding arrangements.

Area Assemblies Devolved Budget 2008/09

In January 2009 a workshop on Devolved Budgets took place to look at how the community would be involved in identifying and agreeing projects from 2009/10 spend and it was agreed that each Area Assembly (AA) would decide their own format of the public meeting.

In February 2009 - the Area Chairs agreed a timeline of actions to develop the Area Assemblies Devolved Budget process. During March 2009, Elected Members and the Area Assembly Teams promoted the devolved budget available via AA Website and mailing lists; Parish Council network meetings; Area Assembly meetings; outreach work with community groups; posters, leaflets and through Neighbourhood Action Group (NAG) & Safer Neighbourhood Team (SNT), encouraging applications from a variety of sources. The timescales for this proved difficult as the NAS general fund and the Housing Improvement Programme had to be spent before 31st March. **However, 61 projects were funded in 2008/09.** Applications were received from across Statutory and Voluntary and Community (Vol/Com) Sector Partners and RMBC. All Project proposals were submitted to Cabinet Member and LABGI proposals to Cabinet for approval in February 2009. All projects were supported and approved.

Area Assemblies Devolved Budget 2009/10

Throughout March/April 2009 Area Plan priorities, project proposal forms and the guidance developed by the Area Assembly Teams were circulated to

interested parties and also advertised on the Voluntary Action Rotherham and Area Assemblies websites. Over 269 project proposals were received across the 7 Area Assemblies. Applications were again received from across the Statutory and Vol/Com sector partners and RMBC.

Support was given by Elected Members and Area Assemblies teams to Voluntary and Community groups through face to face and telephone with a very positive response including. ***'I have completed many funding applications and I found the Area Assembly process to be one of the fairest and easiest. There are very clear guidelines and support from the AA Officers if needed. A transparent process'***.

During March/April 2009, project proposals were discussed at Coordinating Groups and assessed as to whether or not they met the criteria for funding and Area Assembly Meetings then took place to allow local people to decide on projects they wished to support. Various methods of informing the public about the Area Assemblies devolved budget and engaging local people in decision making took place either within the Area Assembly Meeting or at a specially convened meeting.

Following the Area Assembly meetings the Coordinating group will in June make their final recommendations to Cabinet Member and Cabinet - Local Authority Business Growth Incentive (LABGI) only) on project proposals put forward by Coordinating Groups from the spend for 2009/10 financial year.

This approach is in line with the longer term vision for participatory budgeting (2012) which directly involves local people in making decisions on the spending priorities for a defined public budget. This means engaging residents and community groups representative of all parts of the community to discuss community priorities, make spending proposals and vote on them, as well as giving local people a role in the scrutiny and monitoring of the process (A process for the ongoing monitoring of the outcomes of projects funded from Area Assemblies Devolved Funding is currently being developed).

The process will benefit citizens, councillors and local government officers by working together as well as including those not traditionally engaged in policy decisions.

Learning from Area Assemblies Devolved Budgets

A full evaluation of the Area Assemblies Devolved Budget process detailing comments from partners and Area Chairs is attached as Appendix 1.

It is clear that despite the lack of clarity around Devolved Budgets in the early stages, (mainly as a result of the short time scales) that the objective detailed in the November 2008 Cabinet Report on Area Assemblies Devolution and Delegated powers (that "local communities should be consulted on how devolved budgets are spent") has been delivered. There has been some excellent partnership working on the part of Area Assemblies, Coordinating

Groups and other partners to work with communities to identify and deliver projects which will address the priorities they have identified as a community.

Several key learning outcomes have been identified to ensure a more streamlined process for the future:

Need more realistic timescales (Cabinet recommendation of the Area Assemblies Devolved Budget process was at the end of November 2008)

For future years a longer lead in period for the implementation of the devolved budget procedure would enable a more robust assessment of projects, in particular, whether or not alternative funding has been sought, ensuring that the Area Assembly Devolved Budget is not used to supplement or provide other council services or those of statutory partners. It is vital that projects compliment each other and are not done in isolation or duplicate each other, e.g. in some areas a number of projects put forward for activities for young people may have had more impact/benefit if service providers had met and discussed proposals and put a 'package' of activities together.

Need to improve the coordination of and clarity around Area Assemblies Devolved Budget Process

It is proposed to set up a Devolved Budget Steering Group with representation from Area Chairs/ Neighbourhood Partnership Managers/ Area Partnership Managers/ Partners/ the Local Community/ Neighbourhood Investment Service/ Finance and External funding team(s) to identify key issues, reduce bureaucracy and provide a more coordinated approach and consistent response by Area Assemblies.

Need to improve paperwork and administration

Despite Area Assemblies attempts to provide support and guidance the paper work used in the Devolved Budget Process needs to be clearer and shorter both for local communities and partners. We also need to establish greater clarity about processes, e.g. what systems will be used by the coordinating group to evaluate projects.

A handbook of all the processes and protocols/frequently asked questions around devolved funding is being developed for future use.

We need to review the project proposal form – some partners and community representatives found it time consuming. Because of this a simpler early expression of interest form was used by Rotherham South to enable screening of projects prior to them being presented to the Coordinating Group and it is recommended that for future projects this is used across all Area Assemblies.

In order to deal promptly and appropriately with projects to be funded from Area Assembly 'Community Chest' projects a simple form, enabling a more timely response has been developed for use across all Areas.

More clarity is needed about the objectives of the different funding streams

Need to be better at actually involving the whole community in the process, not just involving them in the public meetings

Issues need to be addressed to increase members, partners and the communities confidence that the process is as democratic as it can be. Concerns were expressed about representation at meetings not being representative of the 'community', for example some projects were only relevant to a specific village or area and therefore it was difficult establish what is a fair voting system. More work needs to be done in the future to agree fairness and consistency of approach across Area Assemblies.

Other concerns around the possibility of public meetings being taken over by groups representing a certain area or project and that projects might be voted against because of local politics.

In reality for a first attempt at devolved budgeting, most people felt that the meetings were as democratic as they could be and none of the areas reported 'minority' groups dominating the voting process.

However it is agreed that increased efforts need to be made next time to ensure that more people are involved in the whole process.

Wentworth Valley(WV) who were last to undertake their public meeting also utilised a campaign within the Area Assembly of posters, flyers and articles in the local press, targeting both groups and individuals and encouraging people to vote using a voting form rather than just relying on people attending the public meeting.

This proved very successful with over 500 votes being received in the WV area and this is something that would be recommended for future devolved budgeting.

8. Finance

Proposed funding sources for the period 2008/11 include Local Area Business Growth Initiative (LABGI). Each Area Assembly allocated £100,000 to be spent approximately £35,000 in 2008/09 and £65,000 in 2009/10.

Neighbourhoods and Adult Services (NAS) Directorate have agreed match funding of 35k per area in 2008/09, 65k per area in 2009/10 and 25k per area in 2010/11, primarily from the NAS general fund, Neighbourhood Pathfinder and Regional Housing and Housing Investment programmes to fund a 3-year devolved budget.

9. Risks and Uncertainties

Risks that the ongoing sustainability of funding Area Assemblies devolved budgets will be unstable after LAGBI ceases in 2010 and HMR funding ceases in 2011. This may result in a lack of confidence from the community and partners.

There are additional risks around the delivery of projects which will need to be managed. Systems for monitoring progress will be put in place as part of the governance arrangements to mitigate risks of non delivery.

10. Policy and Performance Agenda Implications

The 2007 Scrutiny Review recommended that Area Assemblies receive increased and wider devolved budgets by May 2009 in line with the Strong and Prosperous Communities White Paper 2006 which emphasises devolved budgets and locality working.

"Communities in Control, Real People, Real Power" also recommends "Citizens should have a greater say in how local budgets are spent".

The work of the Our Future Group 3 concluded that the role of Councillor as the community leader driving forward Neighbourhood Management would be supported and strengthened by additional resources within Neighbourhoods to manage, co-ordinate and empower local Councillors.

The development of devolved budgets for Area Assemblies is a key driver in meeting element three of the Outcomes Framework - **Making a Positive Contribution** by engaging residents and community groups in discussing and identifying community/area/spending priorities and participating in the proposals for the development of projects.

The Area Assemblies Devolved Budget process will also contribute to the Local Area Agreement National Indicator 4 - percentage of people who feel they can influence decision making.

11. Background Papers and Consultation

The Community Empowerment White Paper: Communities in Control: Real People, Real Power: July 08

Local Government White Paper: Strong and Prosperous Communities 2006

Local Government and Public Involvement in Health Act 2007

Contact Name: Jan Leyland, Neighbourhood Partnership Manager Ext 3103

AA Devolved Budget Evaluation - May 2009

Question	Summary of Area Assembly responses
<p>1. How did you publicise the Devolved Budget in your Area</p> <p>Did your publicity cover the Area Plan priorities?</p>	<p>AA Website, mailing list and meetings, Voluntary Action Rotherham Website, Parish Council network meetings, outreach work with community groups, posters, leaflets distributed at public meetings and to community groups, through NAG & SNT mailing lists, all schools and churches in the area, - Co-ordinating group members also passed info to those eligible to apply. Follow up phone calls to offer assistance.</p> <p>Guidance notes gave details of top 10 priorities identified in the 2009 Area Plan consultation and referred applicants to web site for information</p>
<p>2. What support was given by the AA to Partners, particularly those in the Vol/Com sector to submit applications</p>	<p>AAs produced detailed guidance notes to assist groups to complete the application form, met with organisations, talked them through the process and actively offered support in completing the forms to all groups and partners, including the vol/com sector. Interested parties encouraged to get in touch – advice given on project development, financial management, bid writing support. Guidance note and applications sent – with offer of assistance via email, phone or in person. AA officers called up everyone who had been sent an application to enquire if they required any further assistance.</p>
<p>3. How many applications for projects were submitted</p>	<p>269 projects submitted in total - South Yorkshire Police 10, NHS Rotherham 26, South Yorkshire Fire and Rescue 8, Vol/Com partners 114, NAs Directorate 46, other Council Directorates 53, Parish Councils 12</p>
<p>4. Please describe how the projects were evaluated</p>	<p>Summary of all projects taken to full CG or specially convened meeting – initial assessments made on whether projects met AA priorities, were realistic, deliverable, duplicating activity already taking place, whether could be funded via mainstream activity or signposted to more appropriate funding. Some Areas had projects screened for criteria by a funding sub group prior to presentation to full CG. Additional information requested for some projects. Questions pursued by officers to allow deferred projects to be re referred. Projects were discussed including pros and cons, additionality and value for money.</p>
<p>5. How was the AA public meeting to discuss the projects publicised</p>	<p>Website, AA electronic and hard copy mailing list, Parish Council network meetings, AA meetings, outreach work with community groups, Posters, leaflets, through NAG & SNT. Devolved Budget AA meeting promoted as “Come along and hear about projects that will benefit your community”, flyers and posters in local shops, Rother fm – on the day of the meeting, unofficial pin board, Posters were distributed in post offices and shops by PCSOs</p>
<p>6. Please describe the process used at the AA</p>	<p>RVW - Project details made available to attendees, presentations on process and amount of money Facilitated workshops with project sponsors and attendees, attendees filled in form stating whether they felt the</p>

Question	Summary of Area Assembly responses
<p>meeting for getting the public's views on projects</p>	<p>projects were very helpful, helpful or not helpful.</p> <p>RVS - Area Chair read out a summary of projects at AA meeting and asked if people had questions/ concerns or objections about any of the projects. The AA agreed to accept the projects. At the end of the meeting a hand out was distributed giving the same brief description of each project.</p> <p>WV - Summaries of all projects sent out before meeting and voting took place online or in paper format. 4 focus groups set up to facilitate discussion 492 votes received in total.</p> <p>WN - Boards set up with display of projects (pictures / text / blank laminated voting sheet) and a CD presentation playing alongside. Issued a block of smiley faces at registration and advice given about voting. Item spoken Voting took place during networking time.</p> <p>WS - AA meeting was given a presentation explaining the funding streams and criteria, amount of funding allocated to each funding stream, and whether funding over or under subscribed. Everyone received a "pack of slips" with a brief description (title, description, amount of grant requested, area covered) of all the project proposals put forward - colour coded to the separate funding streams. There were four boxes - numbered 1 2 3 Reject. The AA was asked to prioritise the projects - 1 being a high priority, 2 being medium priority, and 3 being a low priority and reject for projects that they do not support. They were then asked to place the proposal slip into the relevant box.</p> <p>Points were given as following, high priority – 3 points, medium priority – 2 points, low priority – 1 point, reject – minus 1 point.</p> <p>RN - At the AA meeting attendees were divided into 3 groups by ward with a facilitator to discuss the projects. The projects were on laptop. Each group discussed projects in turn and had opportunities to ask questions and if they supported the project to go forward to Coordinating Group for recommendation to the cabinet for approval.</p> <p>RS - In order to make the process more interesting and lively, the RS theme was based around the TV programme Strictly Come Dancing but paraphrased 'Strictly Come Devolved Budgeting'. Attendees were given a card with a workshop number on i.e. 1, 2 or 3 to attend a facilitated workshop and consider proposals based on Area Plan priorities Discussion on each project took place and attendees were asked to vote on the project e.g. 1 – 10. In keeping with the Strictly Come Devolved Budgeting theme, at the end of a 40 minute period dance music was played and the attendees moved on to the next workshop where they were given the next set of documentation and voting cards. This took place three times ensuring all of the attendees had the opportunity to assess thoroughly each of the projects submitted. All voting cards were placed in sealed boxes after each workshop to be counted at the end of the event.</p>

Question	Summary of Area Assembly responses
<p>7. Please could you state 3 – 6 comments from Partners or members of the public who either attended the voting meeting</p>	<p>RVW - Concern about interest groups influencing the public vote. (Ulley Parish Council) "Valuable, good opportunity to engage with the AA Devolved Budget process and with Councillors in RVW"— Friends of Ulley Country Park "AA Team been very supportive during the application process" (Thurcroft Welfare Community Hall) RVS - "The process was really simple; applicant is pleased with how quickly the application is progressing " "Very positive to see so many projects for young people " "Easy to apply and complete the application forms" WN - "I have completed many funding applications and I found the AA process to be one of the fairest and easiest. There are very clear guidelines and support from the AA Officers if needed. A transparent process" (Vicky Whitehead, Senior Youth Worker) "Great opportunity to see other activities ongoing within the area and also to give interested members of the public the opportunity to allocate their vote to funding projects they agreed" (James Morley Director Harley Village Partnership) " I found the funding application form generally quite easy to fill in although there were parts which could have been simplified as they were in council speak. <i>I think the lead in time was too short although as this was the first year lessons will be learned.</i> For future years perhaps the funding could be banded so that small amounts, e.g. up to say £1.000 could be handled more speedily that larger amounts like the one we were fortunate to be recommended for." (Ian Lomas, Chair of Harley Village Partnership) WS - "Worked very well – I could tell that a lot of work had gone into it" "Very good system – It ensured that each individual only had one vote for one project and that voting was private" "Presentation slides and explanation given made the system very clear and was very easy to do" RN - A resident of Farm View Road said that he had really enjoyed the event and wanted to volunteer with the RN Community Coach. Ferham Community Group commented that they found the event very interesting and were impressed at the amount of work that had been done by the AA team behind the scenes, Cllr Sharman said that he had enjoyed the event RS - Very well organised, Good documentation, Excellent round table discussions, Facilitators were knowledgeable, The timekeeping was good, The whole event ran really smoothly, Well planned, Went very well</p>
<p>8. How have you notified Project Proposers about the success/failure of their bid</p>	<p>Applicants whose bids were eliminated have been notified in writing by the Area Chair or the APM, prior to public AA meeting and encouraged to contact AA Team for further feedback . Will speak to applicant first then email or write. We have been in touch with all successful candidates and are in the process of beginning to complete funding agreements etc.</p>

Question	Summary of Area Assembly responses
<p>9. What do you think the benefits of the Devolved Budget have been</p>	<p>Members - Raised profile of EM particularly in the Public Meeting - Definitely raised profile - Elected members have enjoyed being able to work with community to achieve long held ambitions or resolve issues with some degree of ease - Has given emphasis to chairs role - Elected members have increased their profile out in the community by encouraging groups to apply and supporting them in the process - Having the opportunity to offer the local community a means of addressing some of the issues in their area has been invaluable.</p> <p>Area Assembly - Given AA opportunity to work with partners and community in a very practical way - The process also gives focus to the CG to manage the process and support and oversee delivery of projects - Increased publicity for the AA - The AA profile has been raised. A number of local groups and organisations previously had little or no knowledge of the Area Assembly - . Having gone through the devolved budget application process their awareness of the Area Assembly, its staff and what it/ they do has grown</p> <p>Partnership working - Enabled joint working with partners around match funding - Funding projects with partners we haven't worked closely with may help build a "relationship" and understanding e.g. local primary school - Partnership working will enable and influence delivery and deployment of projects through the CG/NAG and Young People's Task Group, "adding value" to existing provision - Where partnership working was good it has remained good, in other instances the availability of money has done nothing to remedy the difficulties - Has helped work in community, facilitated attainment of some community goals - Partners more aware of the work of AA team and worked closely with them to ensure bids submitted on time and with appropriate information - Partners more aware of the work of AA team and worked closely with them to ensure bids submitted on time and with appropriate information - Breaking bids down by Area Plan priorities ensured that members, partners and public have remained focused - The process enabled internal and external partners to submit applications for additional activities to meet community priorities</p> <p>Community Engagement - Opportunity to engage closely with Community on DB - Community enabled to identify priorities and suggest and influence solutions - Positive response from public in terms of number and variety of projects to be delivered over year especially number of targeted at young people/ Members playing a lead role in some of these e.g. the Intergenerational Activity Area at Dinnington. Partnership working will enable and influence delivery and deployment of projects through the CG/NAG and Young People's Task Group, "adding value" to existing provision - Projects that have been approved will deliver against our community priorities - The monies involved were not large so where local priorities were also community priorities or where other monies (e.g. HMR) were available as match then this process has helped - Working with the Local</p>

Question	Summary of Area Assembly responses
	Community – given communities the opportunities to deliver against the Area Plan priorities and enabled them to strengthen their position in the community
<p>10. Any other comments you would like to make about the process - what would you do differently</p>	<p>General - Need to maximise the publicity opportunities the projects will offer over the next 12 months to raise profile of AA's, partners and Elected Members -websites/use of local media Consistency needed across the board - more time for planning and development would have enabled a more generic approach - <i>difficult to manage a separate approach in each area</i></p> <p>Timescales - Needed to begin the process earlier - adequate notice and planning time - difficult to get projects up and running within timescales, i.e. wont get a full year delivery time - Coordinating Groups need more time to evaluate projects with the Area Assembly teams - time/capacity issue for Area Assembly teams to work with partners to look at other alternative funding sources - Shorten the timetable for confirming decisions, reporting back to Cabinet Member and Cabinet has resulted in delays in starting projects which has affected partners and the communities perception</p> <p>Paperwork - Simplify the project proposal form – community reps found it overwhelming. Partner organisations said filling in the form was a lot of work for a relatively small amount of money - Clarity needed about the objectives of the different funding streams - <i>A handbook of all the processes and protocols/frequently asked questions around devolved funding is being developed for future use</i></p> <p>Community Development issues - Development with community/partners and through member development around participatory budgeting to agree common aims objectives and principals - <i>A key issue has been the fact that many vol/com sector organisations may have been deterred from submitting projects because they do not have the available funding to set up a project and Council policy is that projects to external providers are paid in arrears.</i></p> <p>Project coordination - Ensure that projects compliment each other and are not done in isolation or duplicate each other , e.g. in some areas a number of projects put forward for activities for young people, where there may have been more benefit if service providers had met and discussed proposals and put a 'package' of activities together</p>

ROTHERHAM BOROUGH COUNCIL – REPORT TO SCRUTINY

1. Meeting:	Democratic Renewal Scrutiny Panel
2. Date:	11th June, 2009
3. Title:	Community Leadership Fund 2008-2009
4. Programme Area:	Neighbourhoods and Adult Services

5. Summary

This report provides a summary of spending activity around the Elected Members Community Leadership Fund for the financial year 2008-9.

The report also looks at the outcome of a Members Seminar on the Community Leadership Fund held during September 2008.

6. Recommendations

It is recommended that the Democratic Renewal Scrutiny Panel;

- 1. Note the performance against the Community Leadership Fund for 2008-09,**
- 2. Requests an Options Paper in 3 months time regarding the future of the Fund with the current level of funding due to end in March 2010.**

7. Proposals and Details

The Local Government White Paper, 'Strong and Prosperous Communities', emphasised the importance of ward councillors as local political and community leaders. The White Paper encourages local authorities to adopt a range of powers and responsibilities to empower ward councillors including new opportunities to act on local issues and be more effective advocates. Through the Community Leadership Fund Rotherham has already put some of these tools in place to strengthen the role of the ward councillor.

Following the White Paper the findings of the Councillors Commission were published in December 2007. The Commission had been asked to look at a whole raft of issues effecting the future of Ward Councillors and it recognised the use of devolved budgets as a way of taking local democracy into communities and recommended such budgets as one of the tools that should be made available to a local councillor.

More recently the Empowerment White Paper: 'Communities in Control' (June 2008) looked at how to empower people to become more active citizens and get involved and influence in the key decisions that effect their lives. The Paper states "We will give backbench Councillors more powers to make changes in their ward with discretionary localised budgets that they can target on ward priorities" Although further guidance is due from the government on this proposal it is clear that the principal of devolving local budgets to ward councillors is seen as an effective way of improving quality of life within Neighbourhoods and the Community Leadership Fund reflects this thinking.

Projects Supported and Spend by Community Strategy Theme

There are many examples of the Community Leadership Fund having a hugely positive effect on both groups and individuals within Rotherham's neighbourhoods. A quick glance through some of last year's projects illustrates the breadth of projects supported:-

- Summer sporting activities for young people
- Encouraging TARA's and community groups
- Environmental projects e.g clean ups
- Activity and exercise for the elderly.
- Establishing a community cafe
- Older persons groups to tackle social isolation
- Training sessions to enter world dancing championships
- Restoration of historic items
- Funding to support playgroups and after school clubs
- Safety vests and banners for primary school children
- Pupils taking a Certificate in community volunteering

Plus match funding projects with Safer Neighbourhood Teams, Area Assemblies, Area Housing Panels, Youth Services and Sports Development Teams.

Feedback is obtained from each group and below is a selection of quotes received from groups that have benefitted from the Community Leadership Fund during 2008/9 highlighting the impact of the Fund:-

“The grant paid for the hire of the hall for dance training for 25 people of mixed ages in preparation for the World Hip Hop Championships...the dancers have made great improvements and are ready to represent Dinnington at the competition!..”

Ward 4 Dinnington (Nic Prentice, SD Crew)

“The trophies were excellent and they increased the interest of local young people and encouraged them to participate in the race day” **Ward 8 Keppel (Carole foster Rotherham Rednecks)**

“The grant provided a brand new opportunity for 12 of our young people to volunteer for a wide range of projects and to participate in recognised accreditation. The activity gave our more vulnerable young people an opportunity for skills development, improved health awareness and social time together.” **Ward 10 Rawmarsh (Rachel Mullins Rawmarsh Community School)**

“The grant has helped us replenish our craft materials providing the children with projects in art and craft to learn skills and assist in their development.” **Ward 11 Rother Vale (Rosemary Young The Friday Club Thurcroft)**

“We are kids from Henley and we like to play sports. Our favourite sport is football and there is no nets and people moan at us for playing on the gardens. If we had some football nets we would be able to play football without getting into trouble. We would look after the nets between us and it would stop all arguing and make us play better together.” **Ward 13 Rotherham West (Henley crew) – Rotherham West Members paid for the installation of goal posts in response to this request from young people in Henley.**

“Taking 50+ mainstream 10 year old to see the achievements of adults with learning disabilities was very valuable and rewarding. They responded extremely well –the impact of the effort and determination and the resulting pride of the performers and their helpers and carers was very positive. The event enabled the children to see adults with learning difficulties they knew from their locality and genuinely appreciate their work. Thank you for this opportunity” **Ward 14 Silverwood (Jayne Foster Rosehill School)**

“The money enabled us to hire a coach on three occasions to take people from Whiston the majority of them elderly or infirm. Some of the people would not and have not been away from Rotherham for some time...so they really enjoyed the change of scenery.” **Ward 15 Sitwell (S Broughton Sorrel Sykes OAP Centre)**

“Decreased fear of crime in an area by improving a vulnerable pathway which had previously been a crime hotspot.” **Ward 19 Wath, (Michael Jenkins PCSO Wath Police Station) referring to the Junior lifestyle Project – Partnership working between young people, the police and local businesses and Elected Members through the Leadership Fund to clear an overgrown pathway.**

Over 150 projects were supported in total during 2008/9. A full listing of projects is attached in Appendix 1.

Spend by Community Strategy Theme

An analysis of spend by Community Strategy theme shows how the Fund contributes to the overall objectives of the Community Strategy. During 2008/9 the Alive theme achieved the most support representing 45% of all projects. This indicates an increase in funding for projects around children and young people, sports and social activities and the environment. This is followed by Proud with 33% representing projects around active citizenship, promoting local democracy and community cohesion.

In contrast to previous years there has been an increase in the number of projects supporting the Safe and Learning themes with 14% and 8% respectively. Although during 2007/8 no projects contributed directly towards the Achieving theme of social enterprise, developing business and transport accessibility.

Members Seminar

During September 2008 a Members Seminar was held to look at the Community Leadership Fund in light of the Public Involvement in Health Act.

The Seminar looked at the relationship between the Fund and recent legislation, improvements to the way the Fund is currently operating and the future of the Fund. In addition a discussion paper looking at how schemes have evolved nationally since the establishment of the Community Leadership Fund was distributed to Members for information and comment (see Appendix 2)

This was further supplemented by a questionnaire based on the above issues and sent to all Members during October 2008. 25 questionnaires responses were received and the results were as follows:-

Question	Yes	No
Do you find the forms and guidance easy to use?	100%	
Would you like to receive cheques directly?	56%	44%
Have you found the carry over facility useful:	100%	
Are you fully aware of groups and projects in existence in your area?	96%	4%

In addition the following comments were received from Members :-

“Fund ought to be increased in size”

“I would appreciate being able to present the cheque to the organisation myself”

“It is a very helpful way of keeping in touch with and helping groups throughout a very widespread and diverse ward”

“A higher profile needs to be made of the ways in which money given benefits local groups”

“I would like to know the admin costs of running the scheme”

“I think it would be helpful to have carbon copies of the forms we sign so we keep a personal check on what we have agreed to fund”

Following the Seminar and questionnaire the following changes have been implemented:-

- The Guidance Notes and application forms are available on the Intranet at Members and Democratic/Guidance Notes
- All Members can check the latest spending activity on the Fund spreadsheet on the Intranet at Members and Democratic/Guidance Notes: The spreadsheet is updated regularly.
- The application form has been updated so Members can indicate if they wish the cheque to be sent directly to them or onto the community group.

8. Finance

Community Leadership Fund - Analysis of Expenditure 2008/9

- £20,697.77 carried over from the financial year 2007/8.
- The budget for the financial year 2008/9 was £63,000 plus the carry over above totalling £83,697.77 During the financial year 2008-9 Members committed £53,174.62 representing 64% of the of the total budget allocation.
- Members chose to carry forward £30,523.15 to the financial year 2009/10 resulting in a current budget of £93,523.15

The increased allocation of £63,000 per annum for the Community Leadership Fund has been secured until the end of the Financial year 2009/10. No additional administrative costs have been incurred as a result of the increase in the Fund. The estimated annual cost of running the scheme is currently approximately £4,000 which includes net salary administration costs and postage.

9. Risks and Uncertainties

The current allocation of Community Leadership Fund was secured during 2006/7 for a three year period. This will end in March 2010.

The Fund reflects recent local government legislation and guidance around the devolution of budgets to a local level and the White Paper indicates that Local Authorities should consider what budgets should be devolved to ward councillors to meet any issues raised by the Councillor Call for Action.

Members will need to give consideration to the future of the fund, its place in supporting the leadership role of elected members and the impact it has on local community activity. It is therefore suggested that an options paper is presented to Members in the next three months to establish the future direction of the Fund.

10. Policy and Performance Agenda Implications

The Community Leadership Fund contributes directly to the key Corporate theme of:

Rotherham Proud: Active citizenship and democracy will underpin how Rotherham works.

This key theme is reflected in Strategic Objective 1 of the NAS Service Plan and the following element of the Outcomes Framework:-

Making a Positive Contribution and Improved Quality of Life:- The Community Leadership Fund empowers people to participate and contribute fully to local their local community and improves quality of life for all residents.

- **Background Papers and Consultation**

- 1 The Local Government and Public Involvement in Health Act 2007
- 2 Ward Councillors and Community Leadership: A Future Perspective JRF December 2007
- 3 The Local Government White Paper "Strong and Prosperous Communities" October 2006
- 4 Councillors Commission
- 5 Community Empowerment White Paper
- 6 CLF Members questionnaire October 2008
- 7 CLF seminar September 2008

Contact Names : Paul Griffiths, Community Liaison Officer – Neighbourhoods and Adult Services, Ext 3159 paul.griffiths@rotherham.gov.uk

Appendix 1 – CLF Projects by Ward 2008/9

Ward No.	Councillor	Name of group	Project to be funded	Amount spent
Ward 1	Darren Hughes	Toddle Totts	Toys for the playgroup	300
		Woodsetts Scout Explorers	Rucksacks/maps/compass and tents	500
		Anston new Estate TARA	Youth club/remember when event/fun days	800
Anston & Woodsetts	IGL St John	Dinnington Comp	Football pitches for community use	890
		Woodsetts Neighbourhood Watch	Sustaining the group	200
		35th Rotherham Scouts	Improvements to the scout hut	500
	JA Burton	Active Regen	Summer sports activities for children	1200
Ward 2	Mahroof Hussain	Canklow Woods Primary School	Trip to Scarborough/equip for the breakfast club	155.33
		Charity Cricket Match	Wickets and catering	238.6
Boston		Clifton Community Partnership	Room hire for meetings	50
Castle	PA Wootton	Canklow Woods Primary School	Trip to Scarborough/equip for the breakfast club	155.33
		Clifton Community Partnership	Room hire for meetings	50
		Clifton Community Partnership	Room hire - Active Always	150
		Maltings TARA	Activity programmes for residents	50
		Friends of Boston Park	Promotional items/work in the park	100
		Clifton Community Hall Group	Community Café	100
		Friends of Clifton Park	Compass feature in the park	100
	RA Mcneeley	Canklow Woods Primary School	Trip to Scarborough/equip for the breakfast club	155.33
		Rotherham South Area Assembly	School award shield and plaque	65.94
		Clifton Community Partnership	Room hire for meetings	50
		Clifton Community Partnership	Active Always programme	150
		Community Safety Advice centre	Snatch chains	210
		Friends of Boston Park	Promotional items/work in the park	100
		Maltings TARA	Activity programmes for residents	50
		Clifton Community Hall Group	Community Café	100
		Friends of Clifton Park	Compass feature in the park	100
Ward 3	John Gamble			
Brinsworth & Catcliffe	R Littleboy	Chapel Walk Club	Bingo Machine	175
		Brinsworth Art Group	Laptop for art instruction demonstrations	300

		Brinsworth Lane	Planting of shrubs to reduce pollution	150.97
	F Wright	Rush House project	Essential furniture for homeless young people	500
		Poplar Way Play Area	New Litter bin	375
		Chapel Walk Club	Bingo Machine	125
Ward 4	Simon Tweed	SD Crew	Training sessions to enter world dancing competition	500
		Dinnington Town U14 Football	Set up costs	200
		New laughton TARA	tree planting on laughton common	100
Dinnington	JA Havenhand	Lyric Theatre Players	Costumes and staging for dance & drama show	250
		Dinnington Development Forum	Area Assembly christmas event for young people	100
	J Falvey	Wacky Olympics	Youth activity during halloween	200
		Dinnington Resource Centre	towards costs for refurbishing the function room	460
		Dinnington Development Forum	Area Assembly christmas event for young people	100
		Community Safety Unit	hate crime leaflets	340
Ward 5	RAJ Turner	Heather Court Community Club	Equipment to increase use of kitchen	275
		Hellaby Community	Hellaby Sign	600
Hellaby	B Cutts	Hellaby Community	Hellaby Sign	600
		Wings	Support for voluntary work with OAPs,sick and disabled	400
	L Donaldson	Hellaby Community	Hellaby Sign	600
		Tax Credit Casualties	Provision of benefit advice/support	968.04
Ward 6	HL Jack	Aston cum Aughton	Community firework display	500
		Area Housing Panel	Fencing to prevent ASB	500
Holderness	J Austen	Aston cum Aughton	Community firework display	500
		Area Housing Panel	Fencing to prevent ASB	500
	G Smith	Aston cum Aughton	Community firework display	500
		Area Housing Panel	Fencing to prevent ASB	500
Ward 7	F Hodgkiss	Brightstart Toddler Group	New toys for the group	150
		York Gardens Centre	Trip to Skipton Market	150
		Harley Village Partnership	printing costs for Harley Highlights	270
		Wentworth Old Persons Treat fund	mystery trip and meal out	200
		Various Primary Schools	Safety vests	251.33
Hooper	J Hamilton	Marquis Bowls Club	Encouraging new members	200
		Various Primary Schools	Safety vests	251.33

	RS Russell	Brampton Ellis Junior School	Theatre trip	300
		Various Primary Schools	Safety vests	251.33
		Brampton Youth Club	Youth Arts Project	300
		Brightstart Toddler Group	Toys & furniture for the group	300
Ward 8	S Walker	Forty Martyrs Bowling Club	Coach outing	100
		Winterhill School	Raffle prizes to raise money for comm sports facility	50
		Haynook OAPS	Trip to Bridlington	100
		Rotherham Rednecks	Trophies and First Aid cover	50
		Thorpe Hesley & Scholes OAP	Trip to Cleethorpe	335
		Friends of Bar Park	Stationary/room hire	100
Keppel	IC Barron	Winterhill School	Raffle prizes to raise money for comm sports facility	50
		Rotherham Rednecks	Trophies and First Aid cover	50
		Friends of Bar Park	Repairs to the community building	191.37
		Thorpe Hesley Brass Band	Storage box and mutes	500
	BA Kaye	Winterhill School	Raffle prizes to raise money for comm sports facility	50
		Thorpe Hesley & Scholes CF	Summer fete	300
		Rotherham Rednecks	Trophies and first aid cover	60
		Thorpe Hesley PCC	School holiday badminton club	180
Ward 9	Will Blair	Addison Day care centre	Equipment for the sensory room	200
		Safer Neighbourhoods Team	Food parcels for elderly & vulnerable	65.52
	B Slade	St Marys Friends of the school	Picnic table and easels	500
		Friends of Maltby Craggs School	Play equipment/dance sessions for young children	350
		Maltby Craggs Junior School	Allotment project	350
Maltby	A Rushforth			
Ward 10	G Whelbourn	Various sheltered schemes	Equipment to support communal activities	610
		Rawmarsh Community School	Cook n chill & Cert in community volunteering	400
Rawmarsh	S Wright	Rawmarsh Rugby Club	Training and match day equipment	500
	N Hamilton	Groundwork Dearne Valley	Artists workshops to benefit Rosehill Park	500
Ward 11	MG Boyes	Orgreave Parish Council	Card making classes	125
		St Helens Heritage Trust	Start up costs	100
		Ulley Parish Council	Notice board for groups in the village	50
		Treeton Parish Council	start up costs for a film club	275
		Orgreave Parish Council	Craft classes/outreach bus for youth club	150
		Vulnerable local residents	Magnetic Door and Window Alarm	114

Rother Vale	G Nightingale	Workers Old People social club	social/educational activities for the group	96
		Passap Knitting and Craft Group	Knitting materials	150
		Thurcroft Friday Circle	Speakers fees/coach hire	100
		The Friday Club	Paints/craft papers	100
		Thurcroft Welfare Band	Sheet music	100
		Thurcroft Training Band	Music books	100
	JF Swift	Orgreave Parish Council	Card making classes	125
		St Helens Heritage Trust	Start up costs	100
		Ulley Parish Council	Notice board for groups in the village	50
		Friday club	after school club	100
		Treeton pc	Start up costs for a film club	275
		Orgreave Parish Council	Craft classess/outreach bus for youth club	150
		Vulnerable local residents	Magnetic Door and Window Alarm	113.99
Ward 12	M Kirk	Clifton Community Partnership	Newsletter printing costs	83.33
		World Aid Foundation	Trip for elderly people with health/isolation issues	176.65
		Lanes Community Association	Gate installation to enable area to be cleaned	100
		Clifton Community Partnership	Spring newsletter	33.33
		East Dene Social Club	Football kit	100
		Rotherham East Comms Ass	Sustaining the group	100
Rotherham East	B Dodson	Clifton Community Partnership	Newsletter printing costs	83.33
		World Aid Foundation	Trip for elderly people with health/isolation issues	176.64
		Lanes Community Association	Gate installation to enable area to be cleaned	100
		Clifton Community Partnership	Spring newsletter	33.33
		East Dene Social Club	Football kit	100
		Rotherham East Comms Ass	Sustaining the group	100
	S Ali	Clifton Community Partnership	Newsletter printing costs	83.33
		World Aid Foundation	Trip for elderly people with health/isolation issues	176.65
		Lanes Community Association	Gate installation to enable area to be cleaned	100
		Clifton Community Partnership	Spring newsletter	33.33
		East Dene Social Club	Football kit	100
		Rotherham East Comms Ass	Sustaining the group	100
Ward 13	J Foden	Rotherham Utd Community Sports	Sports Festival June 08	150
Rotherham West		Winterhill School	Raffle prizes to raise money for a comm sport facility	50
		Rotherham Rednecks	Trophies and First Aid Cover	50

		Blackburn Community Partnership	Alarm system for the community building	200
		Richmond Park TARA	Community events	150
		Henley Crew	Goal posts	53
		Rotherham Canal Association	Towards a clubhouse	50
		Area Assembly issue	Development of green space for football	147
	J Akhtar	Rotherham Utd Community Sports	Sports Festival June 08	150
		Winterhill School	Raffle prizes to raise money for a comm sport facility	50
		Rotherham Rednecks	Trophies and First Aid Cover	50
		Blackburn Community Partnership	Alarm system for the community building	200
		Richmond Park TARA	Community events	150
		Henley Crew	Goal posts	54
		Rotherham Canal Association	Towards a clubhouse	50
		Area Assembly issue	Development of green space for football	147
	Kath Sims	Rotherham Utd Community Sports	Sports Festival June 08	150
		Winterhill School	Raffle prizes to raise money for a comm sport facility	50
		Rotherham Rednecks	Trophies and First Aid Cover	50
		Blackburn Community Partnership	Alarm system for the community building	200
		Richmond Park TARA	Community events	150
		Henley Crew	Goal posts	53
		Rotherham Canal Association	Towards a clubhouse	50
		Area Assembly issue	Development of green space for football	147
Ward 14	GA Russell	Swinton Girl Guides	Day trip for the guides	50
		Rosehill Junior School	Theatre Trip	100
		Rawmarsh Sandhill Primary	Theatre Trip	100
		Kilnhurst Primary School	Visit to the Town Hall	100
		Ravenfield Events Group	Entertainment at Christmas celebrations	75
		March Flatts Centre	Children and OAP christmas party	83.33
		Ravenfield Old Village Garden	Planting and bio diversity	150
		Various Primary Schools	Safety Vests/Banners	376.95
Silverwood	R Stone	Swinton Girl Guides	Day trip for the guides	50
		Rosehill Junior School	Theatre Trip	100

		Rawmarsh Sandhill Primary	Theatre Trip	100
		Kilnhurst Primary School	Visit to the Town Hall	100
		March Flatts Centre	Children and OAP christmas party	83.33
		Ravenfield Old Village Garden	Planting and bio diversity	150
		Ravenfield Events Group	Entertainment at Christmas celebrations	75
		Kilnhurst Action Group	2 shows/community building upgrade	900
	PA Russell	Swinton Girl Guides	Day trip for the guides	100
		Rosehill Junior School	Theatre Trip	100
		Rawmarsh Sandhill Primary	Theatre Trip	100
		Kilnhurst Primary School	Visit to the Town Hall	100
		Ravenfield Events Group	Entertainment at Christmas celebrations	75
		March Flatts Centre	Children and OAP christmas party	83.33
		Ravenfield Old Village Garden	Planting and bio diversity	150
		Various Primary Schools	Safety Vests/Banners	376.95
Ward 15	JM Clarke	Whiston Heritage Society	Memorial plaque	168.74
		Whiston Junior and Infant	Physical activity equipment	400
		Sorrel Sykes Close OAP Centre	Wartime event at the Consort Suite	250
		Greystones Community Action Grp	Queens Award Celebration event	250
Sitwell	J Gilding	Greystones Community Action Grp	Bollard to stop parking on the childrens play area	182.5
		Whiston Afternoon WI	Stacking chairs	500
	AM Mannion	Greystones Community Action Grp	Christmas Whiston village event	1141
Ward 16	K Wyatt	Swinton Lock Activity Centre	Heaters/fridge and new seating	1000
Swinton	J Doyle	Rotherham Tigers Judo club	National coaching qualification for club members	200
		Sygnets Netball Team	Uniform for the team	342.32
		Kilnhurst Parocchial Church	150th Anniversary Celebrations	500
	N License	Charles Street Social Club	Audio equipment/stationary	300
		Various Schools	Safety Vests	600
Ward 17	S Currie	Swinburne Place Community Centre	Coach trip to Bridlington/Beamish	100
		Thrybergh Indoor Bowls	coach hire for annual outing	50
		Safer Rotherham Partnership	Big Bang Event	50

		Neighbourhood Pride Team	Christmas stocking for Chesterhill event	50
		Neighbourhood Pride Team	Wildflower planting project	166.66
		Highgreave Place Social Club	Trip to Skegness	100
Valley	PM Lakin	Swinburne Place Community Centre	Coach trip to Bridlington/Beamish	100
		Thrybergh Indoor Bowls	coach hire for annual outing	50
		Safer Rotherham Partnership	Big Bang Event	50
		Neighbourhood Pride Team	Wildflower planting project	166.66
		Highgreave Place Social Club	Trip to Skegness	100
	D Pickering	Swinburne Place Community Centre	Coach trip to Bridlington/Beamish	100
		Thrybergh Indoor Bowls	coach hire for annual outing	50
		Safer Rotherham Partnership	Big Bang Event	50
		Neighbourhood Pride Team	Wildflower planting project	166.66
		Highgreave Place Social Club	Trip to Skegness	100
Ward 18	J Whysall	Jade	Young peoples activities	1000
Wales	G Sharp	Harthill Parish Council	Community participation event	200
		RMBC Sports Development	Activities for sheltered housing schemes	1000
	Thomas Fenoughty	RMBC Youth Services	Trip to Alton Towers for youths	770
Ward 19	A Gosling	Wath Comp - Lifestyle project	School prizes and publicity	75
		Junior Lifestyle Project	Replanting conifers	100
		Wath upon Dearne Community P	Town Centre Regeneration Event	66.66
Wath	A Sangster	Wath Comp - Lifestyle project	School prizes and publicity	75
		Wath upon Dearne Community P	Town Centre Regeneration Event	66.66
	A Atkin	Wath comp - Lifestyle project	School prizes and publicity	75
		Wath upon Dearne Community P	Town Centre Regeneration Event	66.66
		Safety Vests	Various Primary Schools	505.08
Ward 20	Martyn Parker	Bramley Junior FC	New kit for the team	510.8
		Wickersley Old Village Cricket Club	Practice net	500
		Scholey Road Action Group	Planning application	85
Wickersley	P Thirlwall	Neighbourhood Watch	Publishing the quarterly newsletter	200
		Scholey Road Action Group	Planning application	85

		University of the 3rd Age	Activities for the elderly	300
		Rotherham pensioners group	Room hire and transport	200
		Bramley Parish Council	Floral arrangements on Flanderwell Lane	300
	C. McMahon	Neighbourhood Watch*	Publishing the quarterly newsletter	200
Ward 21	LMS Johnston	Greasborough Bowling Club	Replacing fire damaged equipment	500
		Greasborough Operatic Society	80 year anniversary celebration	500
		Greenside Residents Assoc	Trip to the seaside	100
		Greasbrough Youth FC	Kits/training equipment	400
Wingfield	TR Sharman	Greasbrough Youth FC	Changing and storage facility	500
		Friends of Rotherham Youth Music	Portable staging	500
		Greasbrough parent & toddler	Padding cover for posts	500
	K Goulty	Kimmie Park Youth Forum	Mischief night Diversionary events	250
		Greasborough Youth FC	Fleetline Pitch Marker	420
		Chislett Fishing Club	Fishing permits for young people	400

Appendix 2

DEVOLVED BUDGET SCHEMES

1) **Suffolk County Council –**

Democratic Renewal Scrutiny Panel Report 01/04/03

“This is called the “Locality Budgets” scheme. Members receive £12000 annually to be spent in their ward. Members fill in a pro-forma which is then passed on to the Locality Manager who approves or otherwise the payment. Members are expected to consult on how the money will be spent and to work collaboratively with other councillors to ensure that best practice is maintained. Money is for one off projects and there should not be any promise of on-going funding.”

Update:-

In 2007/2008 Suffolk's county councillors have been given a Locality Budget of £750,000, divided between them according to the number of people they represent. (average of £10,000 per Member)

Councillors are able to make recommendations about funding from this budget for local projects in their area. Last year groups and projects that benefited include village halls, sports and social clubs, and toddler groups.

2) **Torfaen County Borough Council**

Democratic Renewal Scrutiny Panel Report 01/04/03

“There are two schemes – Members Locally Determined Schemes (MLDS) which are Capital schemes and Members Small Schemes(MSS) which are revenue schemes. The MLDS gives Members £10,000 a year and the MSS, £2000 a year. Members are encouraged to work with their ward colleagues, and indeed across wards in the use of these funds.”

Update

The scheme has remained the same in terms of allocation of resources.

However a root and branch review of the scheme has recently been completed including issues such as :-

- Whether members should be able to make donations to school's general funds.
- Whether members should be able to make donations to the authority toward a specific scheme or initiative that is being funded and progressed by the authority.
- Whether small schemes money should be used for the production of councillor/ward newsletters.

Other Recent Examples

4) Newcastle City Council

Operates a Grant Aid scheme, a Ward Support Scheme and an Environment Stewardship Scheme as well as participatory budgeting.

The Grant Aid scheme allocates £880,000 between the 26 wards by means of a formula based on population and deprivation so each ward of 3 members gets between £20,000 to £40,000.

Local organizations can 'bid' for funds and these bids are debated by the ward committee in public. The projects can be revenue or capital. Officers will consider the 'bids' before they go before the ward committee and recommend whether the schemes or organizations are viable.

There are specific criteria that organizations have to meet in that they have to have written aims and objectives (a constitution), an elected management committee and the project they are seeking funding for has to meet one of the City Council's core priorities or a locally determined priority.

Nottingham City Council

Ward Member Budgets of £10,000 per Councillor.

Divided 60/40 between an Area Allocation budget to fund grants to community and voluntary sector initiatives and individual Ward Support budgets to fund issues recommended by the relevant ward member

Any individual ward support budgets not spent at the end of the financial year is then allocated to the Area Allocation budget

DEMOCRATIC RENEWAL SCRUTINY PANEL
Thursday, 9th April, 2009

Present:- Councillor Austen (in the Chair); Councillors Cutts, Dodson, J. Hamilton, Johnston, Lakin, Littleboy, Pickering,

Apologies for absence were received from Councillors Foden, Jack, Parker: Parish Councillors Armitage, Bartholomew, Blanksby and Joan Blanch-Nicholson.

Also in attendance:- Councillors Ali and Gamble.

Taiba Yaseen, REMA
D. Corkell
Joanna Jones, GROW
Parish Councillor Alan Buckley
G. W. Hewitt

165. COMMUNICATIONS

There were no communications to report to the Panel.

166. DECLARATIONS OF INTEREST

There were no Declarations of Interest to report.

167. QUESTIONS FROM MEMBERS OF THE PUBLIC AND THE PRESS

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

168. EQUALITIES - RBT

The Chairman welcomed Clive Parsons from BT who gave a presentation on Equalities in RBT, which focused on:-

- The Joint Venture and services delivered by RBT
- Beacon and other Awards
- RBT's aspirations
- RBT Equality Agenda and focus
- Actions taken in respect of embedding Equalities and Diversity into management, planning and service delivery
- Service Plan Objectives for 2009 including supporting the Council in transferring from Level 5 of ESLG to excellent
- Other initiatives e.g. South Yorkshire BME Manager Development Programme

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

- individual case studies e.g. Council tax; benefits payments
- service users and collection of ethnicity data and customer satisfaction surveys
- engagement with aged and disabled
- RBT's main aims and objectives in respect of targets, and did these mirror the Council's
- how far did RBT feel that it had embedded Equalities and Diversity into the company
- training for managers and cascading to the workforce
- the awareness of front line staff of Equalities and Diversity issues
- skills audit and service reviews

Resolved:- That Clive Parsons be thanked for his presentation.

169. LOCAL DEMOCRACY CAMPAIGN

Consideration was given to a report presented by Zafar Saleem, Community Engagement and Cohesion Manager, which provided an update on the Local Democracy Campaign detailing the success of the Local Democracy Week (LDW) which took place in October, 2008.

Reference was made to the work of the Council Directorates throughout 2008,

It was explained that it was now envisioned that rather than concentrating all activities each year into one week, an annual programme of events could be established to ensure democracy was supported all year round. It was confirmed that this had support from partners e.g. Police, RCAT, and from Council Directorates.

It was reported that a fact finding exercise was being carried out to establish what, if any, activities were already going on across the Council which could form part of this programme and which could potentially benefit from further resources to promote the activity.

The proposed programme of events would run from November, 2008 through to September, 2009, with the intention to hold a 'celebration' event during Local Democracy Week 2009 showing evidence of all the activities which have taken place. The main feature of the launch would be a presentation showcasing the involvement of young people using photographs and case studies. This event would also be an opportunity to present the programme of events for the following year and seek potential interest from those invited.

The following issues were discussed:-

- Widening the perception of democracy
- More representational work involving e.g. VAR, REMA
- Opportunity to involve Town and Parish Councils

- Involvement of Elected Members in the planning process and in events throughout the year
- Assessment of the number of young people registered to vote
- How to measure outcomes, for example using LAA National Indicator 4

Resolved:- (1) That the success of this year's Local Democracy Week be noted.

(2) That an annual programme of events be supported.

(3) That support be given for the involvement of Town and Parish Councils, together with the inclusion of Elected Members in the campaign programme.

170. SINGLE EQUALITY SCHEME

Consideration was given to a report presented by Zafar Saleem, Community Engagement and Cohesion Manager, which outlined the approach to developing an integrated Single Equality Scheme for the Council.

Reference was made to:-

- The refresh of the Corporate Equalities Strategy and Action Plan
- Additional equality strands of religion and belief, sexuality and age in the extended standard for Local Government
- The forthcoming Equality Bill and consultation on specific duties of public authorities
- Issuing of Codes of practice and guidance expected 2010/2011

It was explained that the attached appendix 1 was an Interim Single Equality Scheme for the period 2008 to 2011 and was intended to set out the overall common actions e.g. monitoring, impact assessment, consultation, community involvement, together with separate action plans for each community of interest. In addition it was proposed to make easy to read versions and summary versions available for target audiences.

The following issues were discussed:-

- How would the results of the equality impact assessment be recorded and be made available to view?
- Consultation to date on this document
- How did the document relate to the general population of Rotherham?
- How could the Council be sure that all the major groupings had been included in the document?
- Was there a gender pay gap within the Council? If so would

this scheme address that?

- Publicity and marketing
- Involvement of partners and key stakeholders

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

(2) That the draft Single Equality Scheme be supported.

(3) That the Single Equality Scheme be monitored on a quarterly basis by the Democratic Renewal Scrutiny Panel.

(4) That the Single Equality Scheme be the subject of an all Members Seminar.

(5) That a written response be obtained from the Assistant Chief Executive, Human Resources, on the issue of gender pay.

171. EQUALITY STANDARD LEVEL 5

Consideration was given to a report presented by Myriam Berrada, Equalities and Diversity Officer, which outlined how the Council had achieved Level 5 of the Equality Standard for Local Government (ESLG) at 31st December, 2008 and highlighted areas for further action so that the Council could apply for assessment at Excellent Level under the New Equality Framework for Local Government (EFLG) which replaced the Equality Standard for Local Government in March, 2009.

The report detailed the following:-

- Progress over the previous 3-4 years.
- Implementation and service provision.
- Application timetable.
- Peer Assessment following advice from IDeA.
- Areas for Improvement:- including Portfolios of Evidence of good practice and outcomes; Equality Impact Assessments (EIAs); Equality Monitoring; Workforce Profile; Children and Young People's Services Portfolio.
- Work programme to address the gaps – via the Equalities Champions.

The following issues were discussed:-

- The need to ensure that all Directorates of the Council and Partners were mainstreaming equalities within service delivery
- The work of the Equalities and Diversity team
- Acknowledgement of the amount of progress made to get to Level 5
- Procedures to report incidents of race/hate related crime (including racial graffiti; number of incidents and actions taken
- The top 3 challenges to be faced by the Council to achieve

Excellent status: HR IT system of recording staff profile needs to be made more comprehensive – noting the associated cost of a change request; mainstreaming the equalities and diversity agenda to embed it into the design, planning and delivery of services, noting the size and complexity of the Council; multi-impact assessments and joint ownership of strategies with the PCT, Police etc and associated practical difficulties

- the need for comprehensive monitoring and better use of information collected for service design, planning and delivery

Resolved:- (1) That the achievement of the Level 5 of the Equality Standard for Local Government be noted.

(2) That the work programme agreed to consolidate this achievement and address the gaps to achieve Level Excellent under the new Equality Framework be noted.

(3) That it be noted that the Peer Assessment at Level Excellent under the new Framework be applied for as soon as the assessment guidance became available in May/June, 2009.

(4) That the Safer Neighbourhoods Manager be asked to report on the issues raised in respect of the reporting system for incidents of race/hate crime (including graffiti).

172. MINUTES OF THE MEETING OF THE DEMOCRATIC RENEWAL SCRUTINY PANEL HELD ON 26TH FEBRUARY, 2009

Resolved:- That the minutes of the meeting of the Democratic Renewal Scrutiny Panel held on 26th February, 2009 be approved as a correct record for signature by the Chairman.

173. MINUTES OF MEETINGS OF THE CABINET MEMBER FOR COMMUNITIES AND INVOLVEMENT HELD ON 20TH FEBRUARY AND 13TH MARCH, 2009

Consideration was given to the minutes of the meetings of the Cabinet Member for Communities and Involvement held on 20th February and 13th March, 2009.

Re: Minute No. 80 of the meeting of the Cabinet Member for Communities and Involvement held on 13th March, 2009 – 2009/2011 Infrastructure and Corporate Initiatives Fund (ICIB) – Grant Aid for Infrastructure Bodies - Information about the scheme – its criteria and operation etc, was requested.

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

(2) That a report on the scheme referred to above be scheduled into the Scrutiny Panel's work programme for the forthcoming Municipal Year.

174. MINUTES OF A MEETING OF THE MEMBERS' TRAINING AND DEVELOPMENT PANEL HELD ON 26TH FEBRUARY, 2009

Consideration was given to the minutes of the meeting of the Members' Training and Development Panel held on 26th February, 2009.

Resolved:- That the contents of the minutes be noted.

CABINET MEMBER FOR COMMUNITIES AND INVOLVEMENT
Monday, 6th April, 2009

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

81. DECLARATIONS OF INTEREST

There were no Declarations of Interest to report.

82. MINUTES OF THE PREVIOUS MEETING HELD ON 13TH MARCH, 2009

Resolved:- That the minutes of the meeting of the Cabinet Member for Communities and Involvement held on 13th March, 2009 be approved as a correct record for signature by the Chairman.

83. ROTHERHAM LOCAL INVOLVEMENT NETWORK (LINK) – UPDATE AND QUARTER 3 PERFORMANCE REPORT

Consideration was given to a report and presentation by Julie Slatter, Head of Policy and Performance, which provided an update on progress in establishing the Rotherham Local Involvement Network (LINK), following the award of the contract to Voluntary Action Rotherham in June, 2008.

The report provided a summary of the positive progress made to date against the set up plan and milestones that were agreed as part of the contracting progress.

The presentation drew specific attention to:-

- Purpose of the report.
- Key Points from the Progress Summary.
- Recruitment.
- Governance.
- Relationships with Stakeholders.
- Communications and Engagement.
- Next Steps.

The report submitted also provided a summary of progress to date and progress against the key Performance Indicators.

Future reports would be received quarterly with the next report being a year end report to include information relating to the following areas:-

- The LINK Annual Report.
- Progress in setting up and supporting the LINK against agreed plan

and milestones.

- Budget monitoring and other financial matters.
- Performance against agreed KPIs.
- Complaints.
- Risks and issues.

It was proposed that the year end report be referred to the Performance and Scrutiny Overview Committee following consideration by Cabinet Member to ensure that the Council was fully meeting the requirements of the Local Government and Public Involvement In Health Act, 2007, which set out the role of overview and scrutiny in scrutinising the contracting process and ensuring best value was achieved.

Discussion ensued and the following issues were raised and subsequently clarified;-

- Timescales and funding period for the LINK.
- Remit of the LINK.
- Community engagement and the involvement of hard to reach groups.
- Responsibility of the LINK and the moving of issues forward.
- Three week campervan campaign.
- Recruitment of workers.
- Feedback mechanisms on progress.
- Measurement of activity progress.
- Engagement and media awareness raising.
- Management of expectations.
- Involvement of the Area Assemblies.

Resolved:- (1) That the progress to date in setting up the LINK be noted.

(2) That a copy of the schedule of dates and venues for the Campervan Campaign be circulated to all Members.

(3) That regular quarterly updates and performance reports be submitted to the Cabinet Member.

(4) That a year end report be submitted to the Cabinet Member and also referred to the Performance and Scrutiny Overview Committee.

84. AREA PLANS PRIORITIES 2009/10

Consideration was given to a report presented by the Vanessa Bryan, Neighbourhood Partnership Manager, which detailed how the New National Indicator NI 4 encouraged Councils to “increase the number of people who feel they can influence decision making”.

Whilst Rotherham provided many opportunities for community engagement and involvement, one of which was the Area Plan and

Consultation undertaken to develop this, outcomes from the Area Plan Consultation and the Place Survey showed that significant numbers of people did not feel that they could influence decision making.

This report identified how the Area Plan and consultation to develop it could be used to increase opportunities for community involvement and, by improving feedback mechanisms, raise awareness within local communities of the actions taken to address their issues, enabling people to understand how their involvement had influenced local decision making.

This report detailed the consultation process undertaken to develop the 2009/10 Area Plans and identified key local issues, including details of consultation activities, number of residents consulted and the activities undertaken to ensure inclusion of hard to reach groups.

The Area Plan Consultation like all surveys, however reliable, can only provide a snapshot and is based on a sample; and whilst it is useful to see responses across the Area Assemblies, comparisons should not be made, as each Area Assemblies consultation is not identical.

The top ten priorities were identified for each Area Assembly. Whilst the numbers of Area Assembly consultation samples was inconsistent, the results could be seen to be reflective of the community as they reflected the outcomes of other consultations undertaken by partners in the statutory and voluntary and community sector. The top three priorities across all the Area Assemblies were:-

- Anti Social Behaviour.
- Fear of Crime.
- Street Scene issues (clean streets/roads and pavements).

Area Plan priorities will be included in service planning across directorates via the Council's Service Planning.

Priorities from the consultation have been presented to Area Assembly Coordinating Groups.

An important element this year would be to feedback to local communities the outcomes of the consultation. Project proposals submitted under the devolved budget process to address actions which met the community priorities identified would also be fed back through Area Assemblies. This would enable people to feel that they could influence local decision making if they could see tangible results and particularly if projects were delivered by organisations or groups they were familiar with.

It was also suggested that a strategic meeting be convened to consider the Area Assembly involvement in the One Town, One Community Initiative.

Resolved:- (1) That the report be received and the information contained therein noted.

(2) That a meeting take place with relevant parties to consider involvement by the Area Assemblies in the One Town, One Community Initiative.

85. FORWARD PLAN/WORK PROGRAMME FOR COMMUNITIES AND INVOLVEMENT

Consideration was given to the Forward Plan/Work Programme for the Cabinet Member and the contents therein.

Additional agenda items were suggested which would be factored in and these included:-

- One Town, One Community – June, 2009.
- REMA – July, 2009.
- LINK Annual Report – July, 2009.
- Communication and Marketing Strategy – July or September, 2009.
- Delib Database of Community Involvement - July or September, 2009.

It was also noted that the Neighbourhood Investment Team were taking out an eight page spread in Rotherham News identifying feedback and good news stories as part of the work they had been involved in and undertaken.

Resolved:- (1) That the reports be submitted in due course for inclusion on the relevant agendas.

(2) That every opportunity be explored with regards to publicity and awareness raising to raise the community cohesion profile.

86. DATE AND TIME OF NEXT MEETING

Resolved:- That the next meeting of the Cabinet Member for Communities and Involvement take place on Monday, 8th June, 2009 at 11.30 a.m.

**MEMBERS' TRAINING AND DEVELOPMENT PANEL
THURSDAY, 16TH APRIL, 2009**

Present:- Councillor Sharman (in the Chair); Councillors Austen, Barron, Gosling, McNeely, Sangster, Turner and Parish Councillor C. Cockayne.

Apologies for Absence were received from The Mayor (Councillor G. A. Russell), Councillors Hughes, Lakin, Pickering, Smith, Whelbourn and Whysall.

39. MINUTES OF THE PREVIOUS MEETING HELD ON 26TH FEBRUARY, 2009

The minutes of the previous meeting held on 26th February, 2009, were agreed as a correct record.

With regard to Minute No. 32 (Elected Member – Future Working Arrangements) it was reported that a report and presentation of proposals for discussion was being prepared and these would be presented to Elected Members in the near future.

40. CHARTER PLUS

Consideration was given to a report presented by the Head of Scrutiny and Member Support, relating to Charter Plus and explaining that this was an optional higher level of the Member Development Charter intended for Councils that had already been awarded the Charter and wanted an additional challenge to improve further their Member development and support.

It was pointed out that the cost of assessment was £500 plus expenses.

It was suggested that Charter Plus should be sought in the Autumn which would give time to prepare the portfolio of evidence/documents rather than being re-assessed for the current Member Development Charter. It was noted that part of the process would involve a self-assessment to identify gaps.

Areas where the Charter Plus differed from the Charter were detailed in the submitted report, together with examples of evidence requirements for Charter Plus.

It was suggested that based on the good working relationship with other South Yorkshire local authorities on member development this could be done across the Sub-region with Rotherham taking the lead.

Members present generally supported the suggestions made.

Agreed:- That the Head of Scrutiny and Members Services arranges an exploratory meeting with the Sub-regional local authorities and submits a

further report to the June meeting of this Panel.

41. SOUTH YORKSHIRE IMPROVEMENT PLAN - UPDATE

The Head of Scrutiny and Member Services presented a report setting out the background to, and the aims of, the South Yorkshire Improvement Programme, and which detailed the following:-

- grant allocated to the 4 South Yorkshire Local Authorities to maximise the effectiveness of improvement activity
- learning outcomes
- impact of the Capacity Building Fund
- project Link with Regional Priorities, including the holding of a sub-regional conference and workshops
- a breakdown of funding activities
- a breakdown of funding per South Yorkshire Local Authority

Members present commented on:-

- the changing priorities for Councillors
- the scope of Councillors' work
- the need for training in communication skills and media handling
- individual needs of Councillors

Agreed:- That the contents of the report be noted.

42. REGIONAL IMPROVEMENT AND EFFICIENCY PROGRAMME BID

The Head of Scrutiny and Member Services presented a report updating the Panel on the progress of a bid to RIEP following a meeting of the South Yorkshire Chief Executive's on 6th April, 2009.

It was explained that the outcome was positive, although there would be a need to revisit the funding allocation as the total currently exceeded £500k. This work would need to be done before the Corporate Improvement and Value for Money Board met on 29th April.

Actions which needed to be addressed included:-

- Social marketing bid
- CAA/use of resources
- Financial inclusion
- Reputation project

It was pointed out however that although there was no reference to Member development there was reference to Leadership.

It was explained that RIEP money would be used to access other funding for Member development through draw-down.

Members present noted:-

- the good progress to date
- the need to use plain English and explain acronyms
- the need to drive Member development and training higher up the agenda

Agreed:- That the Panel notes the content of the report and awaits confirmation following the meeting of the CIVM Board on 29th April.

43. E-CASEWORK

Richard Copley, ICT Strategy and Client Co-ordinator, and Bronwen Moss, Scrutiny Officer, reported on the outcome of the e-casework pilot which had been carried out involving 11 Members.

It was explained that the trial involved using an alternative the Siebel Surgery reporting system developed for Lambeth Council by ESD Tookit.

It was reported that 40 cases had been put through the system, covering issues across all Directorates. The feedback from the IT planning officer was that more cases needed to be reported in order to see how useful the system might be.

Members of the Panel were therefore asked to consider:-

- (i) extending the trial to more Members to generate more cases through the system
- (ii) more training
- (iii) the need for a customer charter re: resolve by date

Members of the Panel discussed:-

- definition of a "case"
- getting more Members to use any surgery reporting system
- resistance to using IT and basic IT skills needed e.g. typing
- Councillors' personal interface with the electorate
- cost and value for money
- the need for a glossary of services
- speed of, and ease of access to, the system
- how would the system help Councillors and how would it make their customers happier
- individual needs of Councillors and the differing geographical areas of the Borough
- choice to use, or not to use, e-systems
- impact on Councillor/officer relationship
- the need for Councillors to have a multi skilled approach

Agreed:- (1) That the trial be extended to other Members, and training be

arranged jointly for Members and Officers.

(2) That the E-casework system be purchased.

(3) That Member support for councillor surgeries to be included in the Council's Customer Charter, as being revised by Councillor Wyatt, be confirmed.

44. EMERGENCY PLANNING TRAINING

The Head of Scrutiny and Member Services submitted a report relating to planned training for Members on Emergency Management being held by the Council's Emergency Planning Team on 14th May, 2009 at the Town Hall.

Members present discussed:-

- possible training via the Area Assemblies, with Police, Fire and Health Services re; the flu pandemic
- more advice to Councillors in their advocacy role, noting the Councillors' role in their communities
- format of the training; manner of delivery and the facilitators used
- previous poor attendance by Members

Agreed:- (1) That all Members be advised of the training planned for 14th May and that they be encouraged to attend.

(2) That the suggestion of possible training via the Area Assemblies, with Police, Fire and Health Services re; the flu pandemic be discussed with the PCT and with the Emergency and Safety Manager.

45. ANY OTHER BUSINESS

The following items were raised:-

- (i) Community Call for Action – re: anticipated training needs
- (ii) Use of Council Seminars and other effective ways of getting information to Members

Agreed: That the Head of Scrutiny and Member Services brings a report to a future meeting of this Panel.

- (iii) Induction package for new Members of the Council

Agreed: That the Head of Scrutiny and Member Services brings a report to the June meeting of the Panel.

(iv) Qualifications for Elected Members

Reference was made to the post graduate training currently being undertaken by a couple of Members, and also to the full programme of development activities and initiatives offered by IDeA for Elected Members.

(v) Appeals Panels – members

The Head of Scrutiny and Member Services reported that 6 responses for appeals panel training had been received. A half day's training had been organised for 3rd June.

46. DATE AND TIME OF NEXT MEETING

Agreed:- That the next meeting of the Panel take place on Thursday, 25th June, 2009 at 2.00 p.m. at the Town Hall, Moorgate Street, Rotherham.