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MEETING:	Full Council
DATE:	Thursday, 30 July 2015
TIME:	10.30 am
VENUE:	Council Chamber, Barnsley Town Hall

AGENDA

1. Declarations of Personal Interests

To receive any declarations of interest of a personal nature from Members in respect of the items on this agenda.

2. Minutes (*Pages 5 - 14*)

To approve as a correct record the minutes of the meeting of the Council held on 4th June, 2015.

3. Communications

To consider any communications to be submitted by the Mayor or the Chief Executive.

4. Questions by Elected Members

To consider any questions which may have been received from Elected Members and which are asked pursuant to Standing Order No. 10.

5. Questions relating to Joint Authority, Police and Crime Panel and Combined Authority Business

Minutes of the South Yorkshire Pensions Authority, South Yorkshire Fire and Rescue Authority, Sheffield City Region Combined Authority, and Police and Crime Panel

6. Sheffield City Region Combined Authority held on 15th May, 2015 (*Pages 15 - 20*)

7. Sheffield City Region Combined Authority (Draft) - 22nd June, 2015 (*Pages 21 - 30*)

8. South Yorkshire Pensions Authority (AGM) (Draft) held on 11th June, 2015 (*Pages 31 - 34*)

9. South Yorkshire Pensions Authority (Ordinary Meeting) (Draft) held on 11th June, 2015 (*Pages 35 - 42*)

10. South Yorkshire Fire and Rescue Authority (AGM) (Draft) held on 29th June, 2015 (*Pages 43 - 50*)

11. South Yorkshire Fire and Rescue Authority (Ordinary Meeting) (Draft) held on 29th June, 2015 (*Pages 51 - 60*)

Minutes of the Regulatory Boards

12. Planning Regulatory Board held on 2nd June, 2015 (*Pages 61 - 64*)
13. Audit Committee held on 10th June, 2015 (*Pages 65 - 74*)
14. Planning Regulatory Board held on 30th June, 2015 (*Pages 75 - 78*)
15. General Licensing Regulatory Board held on 1st July, 2015 (*Pages 79 - 82*)
16. Audit Committee held on 22nd July, 2015 (*Pages 83 - 92*)
(to follow)
17. General Licensing Panel held on 23rd June, 2015 (*Pages 93 - 94*)
18. Statutory Licensing Sub Committee held on 2nd July, 2015 (*Pages 95 - 96*)
19. Appeals, Awards and Standards - Various (*Pages 97 - 100*)

Minutes of the Health and Wellbeing Board

20. Health and Wellbeing Board held on 9th June, 2015 (*Pages 101 - 104*)

Minutes of the Scrutiny Committees

21. Overview and Scrutiny Committee held on 9th June, 2015 (*Pages 105 - 110*)
22. Safeguarding Scrutiny Committee held on 14th July, 2015 (*Pages 111 - 116*)
(to follow)

Minutes of the Area Councils

23. Dearne Area Council held on 1st June, 2015 (*Pages 117 - 122*)
24. North Area Council held on 1st June, 2015 (*Pages 123 - 128*)
25. North East Area Council held on 11th June, 2015 (*Pages 129 - 132*)
26. Penistone Area Council held on 18th June, 2015 (*Pages 133 - 138*)
27. South Area Council held on 26th June, 2015 (*Pages 139 - 142*)
28. Central Area Council held on 26th July, 2015 (*Pages 143 - 146*)

Changes to Council representation

29. Appointment to the Overview and Scrutiny Committee

Proposed – Councillor Mitchell be appointed to the Overview and Scrutiny Committee to fill the existing vacancy.

Appointment to Outside Bodies

30. Appointment to Standing Advisory Council on Religious Education (SACRE)

Proposed – that two representatives be appointed to SACRE

Recommendations to Council

All reports detailed below are subject to Cabinet recommendation and are available to download from the Council's website. The Cabinet Spokesperson for the Service in question will respond to any comments or amendments concerning these minutes.

31. Council Nomination to Berneslai Homes Board

RECOMMENDED TO COUNCIL that approval be given to the nomination of Councillor Pourali to the Berneslai Homes Board to replace former Councillor Tom Sheard.

32. Appointment to Sheffield City Region Audit Committee

RECOMMENDED TO COUNCIL that approval be given to the appointment of Councillors Ennis and P. Birkinshaw as Barnsley MBC's representatives on the Sheffield City Region Audit Committee.

33. Appointment of representative to the Dearne Valley Landscape Partnership

RECOMMENDED TO COUNCIL that approval be given to the appointment of Councillor Noble to the Dearne Valley Landscape Partnership Board.

Minutes of the Cabinet Meetings

34. Cabinet Meeting held on 3rd June, 2015 (*Pages 147 - 152*)

With the exception of Minute (7) 'Scheme of Members' Allowances 2015/16 – Report of Independent Remuneration Panel; and Minute (8) 'The Local Authorities (Standing Orders) (England) (Amendment) Regulations 2015 which were approved by the Council on the 4th June, 2015.

35. Cabinet Meeting held on 29th June, 2015 (*Pages 153 - 154*)

36. Cabinet Meeting held on 15th July, 2015 (*Pages 155 - 158*)

(NB. No Cabinet decisions have been called in from these meetings)

Notice of Motion under Standing Order No 6

37. Brierley Town Council Community Governance Review

Notice of Motion will be Moved by Councillor Sir Stephen Houghton CBE –
Seconded by Councillor Andrews BEM

- (i) The Council notes its decision of 5th February, 2015, that Brierley Parish residents be given the opportunity to express their view as to the future of Brierley Town Council in a non-statutory community vote to inform the final decision of the Council;
- (ii) The Council notes the outcome of the community vote held in week commencing 13th July 2015, on the question “Should the Parish of Brierley and Brierley Town Council continue to exist?” as follows:
 - Yes votes: 202
 - No votes: 983
 - Spoilt: 2
 - Total cast: 1,187
 - Turnout: 21% (based on an electorate of 5,614)
- (iii) That accordingly officers be instructed to work with Brierley Town Council to bring forward a detailed report on the making of an order for the abolition of the Town Council and Civil Parish of Brierley and the strategy, key actions and timetable for achieving this; and
- (iv) That an undertaking be sought from Brierley Town Council that it will not, in the meantime, take any decisions that have any material impact, either financially or in policy terms, on the position of the Town Council.

Schedule of Declarations - copy attached



Diana Terris
Chief Executive

Wednesday, 22 July 2015

BARNSELY METROPOLITAN BOROUGH COUNCIL

COUNCIL MEETING

4th June, 2015

COUNCILLOR BRIAN MATHERS (THE MAYOR)

At a meeting of the Barnsley Metropolitan Borough Council duly convened and held on Thursday 4th June, 2015 at The Town Hall, Barnsley.

1. **Present:** The Mayor (Councillor B. Mathers)
- Central Ward - Councillors D. Birkinshaw and Bruff
 - Cudworth Ward - Councillors Hayward, Sir Stephen Houghton CBE and C. Wraith MBE
 - Darfield Ward - Councillors Markham and Saunders
 - Darton East Ward - Councillors Duerden, Miller and Spence
 - Darton West Ward - Councillor Burgess
 - Dearne North Ward - Councillors Gardiner and Worton
 - Dearne South Ward - Councillors Brook, Noble and Sixsmith MBE
 - Dodworth Ward - Councillors P. Birkinshaw, J. Carr and Riggs
 - Hoyland Milton Ward - Councillors Franklin, Shepherd and Stowe
 - Kingstone Ward - Councillors Mitchell and Williams
 - Monk Bretton Ward - Councillors S. Green, Richardson and Sheard
 - North East Ward - Councillors Ennis and Hampson
 - Old Town Ward - Councillors Cherryholme and Grundy
 - Penistone East Ward - Councillors Hand-Davis and Wilson
 - Penistone West Ward - Councillors Griffin, Millner and Unsworth
 - Rockingham Ward - Councillor Dures
 - Royston Ward - Councillors Cheetham, Clements and Makinson
 - St. Helen's Ward - Councillors Leech, Platts and Tattersall
 - Stairfoot Ward - Councillor Johnson
 - Wombwell Ward - Councillors Frost, Morgan and R. Wraith
 - Worsbrough Ward - Councillors G. Carr, Clarke and Pourali

2. The Rt Hon the Lord Mason of Barnsley and Councillor D Sim

The Mayor and Members of the Council noted with great sadness the recent deaths of the Rt Hon the Lord Mason of Barnsley and Councillor D Sim.

Members of the Council stood in silence as a mark of respect.

The Leader of the Council, Sir Steve Houghton CBE, the leaders of all other political parties and several other Members paid tribute to the work of the Rt Hon the Lord Mason of Barnsley and to Councillor Sim for the hard work and dedication to the Council and to the people of Barnsley.

Members paid special tribute to the contribution made by Lord Mason to the Government and to the people of the United Kingdom whilst being an MP and, amongst other things, whilst being the Secretary of State for Northern Ireland and Secretary of State for Defence.

3. Declarations of Pecuniary and Non Pecuniary Interest

Councillor P Birkinshaw declared a non pecuniary interest in Minute No 85 of the Planning Regulatory Board held on the 21st April, 2015 (page 49 refers) 'Change to Staggered times at Horizon Community College' in view of the potential impact of traffic on Dodworth Road, Barnsley and the fact that he lived in close proximity to the College.

4. Minutes

The minutes of the meeting held on 2nd April and the minutes of the Annual Council meeting held on 22nd May, 2015 were taken as read and signed by the Chairman as a correct record.

5. Communications

(a) Barnsley Archives Service

The Chief Executive was delighted to inform the Council that the Barnsley Archives Service was now officially the busiest in South Yorkshire with over 30,000 visitors last year. She wanted to congratulate the Team, many of whom were in the Council Chamber this morning for their hard work and for this amazing achievement, Paul Stebbing, David Blunden, Michael Hardy, Gill Nixon and Mark Levitt and also Joan Adams who had retired recently.

Councillor Miller, Cabinet Member for Place, asked to place on record his personal thanks to the Members of staff within the Archives Service for this wonderful accolade. The Council had now had over 1m visitors to its facilities, the Cooper Art Gallery, Cannon Hall, Elsecar Heritage Centre, Worsbrough Mill and many other successful venues and events that were being provided for residents and visitors to Barnsley including, of course the Experience Barnsley Museum.

He reminded Members that there had been over 30,000 visitors to the Archives Service which was located in the new Museum. This compared to Sheffield City Archives which had had just over 3,000 users. It should be noted that Sheffield was one of the largest cities in the area and in Yorkshire. By contrast the Doncaster and Rotherham Archives Services had less than 2,000 visitors.

The creation of the new Archives Discovery Centre integrated within the Experience Barnsley Museum, together with increased marketing and promotion had helped to raise the profile of the service and connect the people of Barnsley to their heritage.

The number of Archive documents produced each year by Barnsley Archives had rocketed since the integration with the museum from 245 in a 12 month period to over 3,385 – an increase of nearly 1,400%.

Members of the Archive Team who were present were asked to stand and the Mayor and Members of the Council expressed, in the usual manner, their congratulations at this excellent achievement.

(b) Geoplace Exemplar Awards

The Chief Executive was pleased to inform the Council of the receipt of a 2015 Gold Achievement. The Council was responsible for creating and maintaining a Local Land and Property Gazetteer and that was working alongside Geoplace who were the national provider who collated that information into a national data set.

Each year Geoplace organised a conference and this year the team within Information Services had been awarded the Gold Award for the third time. This meant that the data set met the highest standard in order to achieve this award and the service continued to go from strength to strength.

In addition to that the Council also submitted a Local Street Gazetteer which was maintained by the Highways Department and as well as achieving the Gold Award the Street Gazetteer was also awarded the Best in Region Award for Yorkshire and Humber.

The maintenance of these Gazetteers was extremely time consuming and took many hours of hard work to reflect changes and to keep them up to date.

Congratulations were extended to the custodians of the Gazetteers who were present in the Council Chamber this morning: Steve Snell (Information Services), and Eleanor Carratt (Highways) for maintaining such high quality levels in the face of increasing resource constraints and for the benefits this gave to the Council in having such evidence based data.

The Mayor and Members of the Council expressed, in the usual manner, their congratulations at this excellent achievement.

6. Questions by Elected Members

The Chief Executive reported that she had received no questions from Elected Members in accordance with Standing Order No.11.

7. Questions relating to Joint Authority, Police and Crime Panel and Combined Authority Business

The Chief Executive reported that she had received no questions from Elected Members in accordance with Standing Order No 12.

The Council then received the following Minutes:-

- (a) Police and Crime Panel – 19th March, 2015
- (b) South Yorkshire Pensions Authority – 19th March, 2015
- (c) Sheffield City Region Combined Authority – 30th March, 2015

RESOLVED that the minutes be noted.

8. Audit Committee – Minutes

Moved by Councillor K. Richardson - Seconded by Councillor P. Birkinshaw; and

RESOLVED that the minutes as printed and now submitted of the proceedings of the Audit Committee held on 25th March, 2015 be received.

9. Planning Regulatory Board – Minutes

Moved by Councillor D. Birkinshaw – Seconded by Councillor R. Wraith; and

RESOLVED that the minutes as printed and now submitted of the proceedings of the Planning Regulatory Board held on 21st April, 2015 be received.

10. Audit Committee – Minutes

Moved by Councillor K. Richardson - Seconded by Councillor P. Birkinshaw; and

RESOLVED that the minutes as printed and now submitted of the proceedings of the Audit Committee held on 22nd April, 2015 be received.

11. General Licensing Regulatory Board - Minutes

Moved by Councillor C. Wraith, MBE – Seconded by Councillor Richardson; and

RESOLVED that the minutes as printed and now submitted of the proceedings of the General Licensing Regulatory Board Panel meeting held on the 6th May, 2015 be received.

12. General Licensing Panels

Moved by Councillor C. Wraith, MBE – Seconded by Councillor Richardson; and

RESOLVED that the details of the various General Licensing Panels held in the last cycle of meetings together with their decisions be received.

13. Appeals, Awards and Standards Regulatory Board

Moved by Councillor Leech – Seconded by Councillor Shepherd; and

RESOLVED that the details of the various Appeals, Awards and Standards Regulatory Board Panels held in the last cycle of meetings together with their decisions be received.

14. Health and Well Being Board – Minutes

Moved by Councillor Sir Stephen Houghton, CBE – Seconded by Councillor Platts; and

RESOLVED that the minutes as printed and now submitted of the proceedings of the Health and Well Being Board held on 14th April, 2015 be received.

15. Overview and Scrutiny Committee – Minutes

Moved by Councillor Ennis – Seconded by Councillor Sixsmith MBE; and

RESOLVED that the minutes as printed and now submitted of the proceedings of the Overview and Scrutiny Committee held on 7th April, 2015 be received.

16. Children's Services Scrutiny Committee – Minutes

Moved by Councillor Worton – Seconded by Councillor C. Wraith MBE; and

RESOLVED that the minutes as printed and now submitted of the proceedings of the Children's Services Scrutiny Committee held on 5th May, 2015 be received.

17. Dearne Area Council - Minutes

Moved by Councillor Noble – Seconded by Councillor Gardiner; and

RESOLVED that the minutes as printed and now submitted of the proceedings of the Dearne Area Council held on 30th March, 2015 be received.

18. North Area Council - Minutes

Moved by Councillor Burgess – Seconded by Councillor Leech; and

RESOLVED that the minutes as printed and now submitted of the proceedings of the North Area Council held on 30th March, 2015 be received.

19. North East Area Council - Minutes

Moved by Councillor Hayward – Seconded by Councillor C. Wraith MBE; and

RESOLVED that the minutes as printed and now submitted of the proceedings of the North East Area Council held on 9th April, 2015 be received.

20. Penistone Area Council - Minutes

Moved by Councillor Wilson – Seconded by Councillor Unsworth; and

RESOLVED that the minutes as printed and now submitted of the proceedings of the Penistone Area Council held on 16th April, 2015 be received.

21. South Area Council - Minutes

Moved by Councillor Stowe - Seconded by Councillor Franklin; and

RESOLVED that the minutes as printed and now submitted of the proceedings of the South Area Council held on 24th April, 2015 be received.

22. Central Area Council - Minutes

Moved by Councillor Bruff - Seconded by Councillor Johnson; and

RESOLVED that the minutes as printed and now submitted of the proceedings of the Central Area Council held on 18th May, 2015 be received.

23. Penistone Area Council - Minutes

Moved by Councillor Wilson – Seconded by Councillor Millner; and

RESOLVED that the minutes as printed and now submitted of the proceedings of the Special Penistone Area Council held on 21st May, 2015 be received.

24. Appointment to the Overview and Scrutiny Committee

Moved by Councillor Cllr Griffin – Seconded by Councillor Leech; and

RESOLVED that Councillor Unsworth be appointed to the Overview and Scrutiny Committee to replace Councillor Mitchell.

25. Cabinet Recommendations to Council

25th March, 2015

(a) Revised 2015/16 Pay Policy Statement

Moved by Councillor Gardiner – Seconded by Councillor Franklin; and

RESOLVED that approval be given to the revision of paragraph 10 of the 2015/16 Pay Policy Statement, as set out in the report and as detailed in at Appendix B, now submitted.

22nd April, 2015

(b) Appointment to the Parks for People Project Steering Group

Moved by Councillor Griffin – Seconded by Councillor Leech; and

RESOLVED that approval be given to the appointment of Councillor Wilson as a representative to the Parks for People Project Steering Group.

20th May, 2015

(c) Procedure for Calling in Cabinet Decisions

Moved by Councillor Sir Stephen Houghton, CBE – Seconded by Councillor Gardiner; and

RESOLVED that the revised Procedure for the Call-in of Cabinet Decisions, as set out at Appendix 1 of the report now submitted, be approved and the Constitution be amended accordingly.

(d) Future Council Vision, Values and Behaviours – Incorporation into Members' Code of Conduct

The joint report of the Director of HR, Performance and Communications and Director of Legal and Governance was:

Moved by Councillor Sir Stephen Houghton CBE – Seconded by Councillor Miller

In moving the report Councillor Sir Stephen Houghton commented that for the first time since becoming Leader of the Council allegations had been made by another Councillor against himself and against other Councillors in relation to the operation and governance of the Council. These particularly related to an alleged culture of systematic bullying within the Council amongst Members and Staff. It had also been suggested that there was a lack of truthfulness amongst Councillors and Senior Officers.

He had attempted to deal with these matters via the confines of the party political processes and with the assistance of professional officers of the Council. These attempts had, however, been unsuccessful and these allegations had now been made public in the local media.

He stated that this culture was not one which he recognised and he totally refuted these allegations as he did not believe them to be true. He reminded Members that the provisions contained within the report now submitted together with the Members and Officers Codes of Conduct clearly outlined how allegations should be addressed. If Members had any concerns whatsoever, they should raise them with the Chief Executive and the Director of Legal and Governance (the Monitoring Officer) who were responsible for ensuring appropriate compliance with such codes. He stated that any recommendations coming out such investigations would be implemented appropriately.

Members of all political parties then expressed their support for the Leader of the Council, Councillor Sir Stephen Houghton and all Members present stood as a gesture of support.

RESOLVED:-

- (i) that the Future Council vision, values and behaviours in relation to elected members, as set out in Appendix 2 of the report now submitted, be approved; and
- (ii) that the revised Members Code of Conduct incorporating the vision, values and behaviours, as set out at Appendix 3, be approved and elected members be asked to acknowledge their commitment to them when they complete their Registration of Interest form for the new Municipal Year 2015/16.

3rd June, 2015

- (e) Scheme of Allowances 2015/16 – Report of Independent Remuneration Panel

Moved by Councillor Sir Stephen Houghton, CBE – Seconded by Councillor Gardiner; and

RESOLVED:-

- (i) that the report of the Independent Remuneration Panel on their review of the Council's Scheme of Allowances, attached to the report now submitted, be noted;
 - (ii) that the indexation formula within the Scheme of Allowances, linked to changes in officer remuneration, be retained and applied with effect from 1st April, 2015; and
 - (iii) that the Member Development Working Party be requested to give consideration to the potential to create a link between remuneration, in particular in respect of the Basic Allowance, and participation in the Member Development Programme.
- (f) Local Authorities (Standing Orders) (England) (Amendment) Regulations 2015

Moved by Councillor Sir Stephen Houghton, CBE – Seconded by Councillor Gardiner; and

RESOLVED:-

- (i) that the Council make the appropriate amendments to its mandatory Standing Orders for Staffing to reflect the requirements of the Local Authorities (Standing Orders) (England) Regulations 2015;

- (ii) that appropriate amendments be made to the Council's Constitution to establish an Advisory Committee to make recommendations to any Disciplinary Panel convened in accordance with the Constitution to consider disciplinary action against the Head of Paid Service, Section 151 Officer and Monitoring Officer; and
- (iii) that applications be sought from suitably qualified persons to be appointed as additional "Independent Persons" under the Localism Act 2011 to sit on the relevant Advisory Committee.

26. Cabinet Minutes

Moved by Councillor Sir Stephen Houghton, CBE – Seconded by Councillor Gardiner; and

RESOLVED that the minutes as printed and now submitted of the following Cabinet Meetings be received:-

- (a) 25th March, 2015.
- (b) 22nd April, 2015.
- (c) 20th May, 2015 (with the exception of Minute 291 Proposed Changes to the Children's Scrutiny Committee to Establish a Safeguarding Scrutiny Committee which was considered at the Annual Council meeting held on 22nd May, 2015).

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Chairman

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SHEFFIELD CITY REGION COMBINED AUTHORITY

18 REGENT STREET, BARNSELEY, S70 2HG

MINUTES OF THE MEETING HELD ON 15 MAY 2015

PRESENT:

Councillor Sir Steve Houghton CBE, Barnsley MBC (Chair)

Councillor John Burrows, Chesterfield BC

Councillor Simon Greaves, Bassetlaw DC

Mayor Ros Jones, Doncaster MBC

Julie Kenny CBE, Rotherham MBC

Karl Battersby, Rotherham MBC

Fiona Boden, Sheffield City Region Executive Team

Huw Bowen, Chesterfield BC

Peter Dale, Doncaster MBC

Andrew Frosdick, Monitoring Officer

Matt Gladstone, Barnsley MBC

James Henderson, Sheffield CC

Julie Hurley, SYPTE

Ben Still, SCR Executive Team

Gareth Sutton, Sheffield CC / SCR

Neil Taylor, Bassetlaw DC

Craig Tyler, JAGU

Neal Byers, SYPTE / SCR Executive Team

Joe Batty, Derbyshire CC

Apologies for absence were received from Councillors G Baxter, J Dore, C Read, A Rhodes, L Roberts, L Rose and A Western

1 APOLOGIES

Members' apologies were noted as above.

2 ANNOUNCEMENTS

No announcements noted.

3 URGENT ITEMS

No urgent items requested.

4 ITEMS TO BE CONSIDERED IN THE ABSENCE OF THE PUBLIC AND PRESS

RESOLVED, that item 15 'SYITA Properties Limited' be considered in the absence of the public and press.

5 VOTING RIGHTS FOR NON-CONSTITUENT MEMBERS

It was confirmed that no agenda items require voting rights to be confirmed on non-constituent Members.

6 DECLARATIONS OF INTEREST BY INDIVIDUAL MEMBERS IN RELATION TO ANY ITEM OF BUSINESS ON THE AGENDA

Regarding the decision to be taken in respect of the Superfast Broadband initiative (to be considered at item 16), the South Yorkshire representatives acknowledged that the scheme relates to all South Yorkshire districts.

Regarding the decision to be taken in respect of the DN7 initiative (to be considered at item 16), the Doncaster representatives noted that Doncaster MBC is the sponsoring Authority.

Regarding the decisions to be taken in respect of the Better Skills Programme (to be considered at item 10), H Bowen noted that he is a board member of Chesterfield College.

7 REPORTS FROM AND QUESTIONS BY MEMBERS

None received.

8 RECEIPT OF PETITIONS

None received.

9 MINUTES OF THE MEETING OF THE AUTHORITY HELD ON 30TH MARCH

It was confirmed that the minutes of the previous meeting are accurate, with the following clarification:

Item 13 - CA Capital Programme (2015/16) and LSTF Revenue Programme: It was noted that the Members approved programmes for the 2015/16 municipal year only.

RESOLVED, that noting the above clarification, the minutes of the meeting of the Authority held on 30th March are agreed to be a true and accurate record.

10 SCR SEP - BETTER SKILLS PROGRAMME - SKILLS CAPITAL

Members were provided with a report following on from the programme update and progress report presented to the SCR CA 16th February and providing an update on the bids for Local Growth Fund (LGF) for skills capital schemes.

It was noted that following the publication of a SCR Skills Capital Prospectus outlining SEP priorities for skills, scheme promoters were invited to submit applications. The assurance process for Local Growth Fund for skills capital was designed so that any schemes below a total value of £1m (indicative grant 33% of this) were required to submit a Full Business Case, whilst schemes in excess of £1m were required to submit an Outline Business Case for initial evaluation.

Members were informed that a moderation panel of the SCR Executive, Skills Funding Agency (SFA) (local and national) and the SCR Executive Further Education secondee to the SCR (non-scoring capacity) met to review both the economic case and the property and financial bid information for the schemes submitted, under the direction of the LEP Board Member and Lead CEX.

Annex A to the main report provided brief information on each of the schemes received and comments from the moderation panel. It was noted that these have been broken down into schemes where further negotiations are being progressed with scheme promoters to address key points of clarifications required by the Skills Board; and schemes where the Outline or Full Business Case did not meet the requisite standard, and will not progress in the current round.

Members were advised that at this stage the SCR CA are not being asked to approve any scheme for funding.

Mayor Jones informed Members that DMBC were looking to prioritise £6m of funding for the new rail college. A paper formally seeking this approval will be presented to the next CA meeting, covering also how this might be underwritten with the intention that the approval will be reported to BIS as part of the scheme submission.

RESOLVED, that the Combined Authority Members:

1. Agree the outcomes of the LGF – Skills Capital Moderation Panel and the further negotiations underway regarding the skills capital schemes submitted to the SCR CA for Local Growth Fund (LGF).]
2. Note the next steps scheduled.

11 DFT UPDATE ON LOCAL TRANSPORT BOARD

Members were advised that the DfT has recently provided communication on the allocation of devolved major scheme transport funding and provided with a paper summarising the contents of the letter and confirming the Accountable Body for the SCR.

It was confirmed that DfT recognise that the SCR Combined Authority is the Accountable Body for SCR Growth Deal and therefore proposed that the Local Transport Body (renamed by the SCR as the Infrastructure Investment Body) is dissolved with the activity and decisions forming part of the functions of the Combined Authority. It was confirmed that this position would be reflected in the SCR Assurance and Accountability Framework.

It was noted that communication with Derbyshire and Nottinghamshire County Councils is being suggested to clarify their role within the context of this change.

RESOLVED, that the Combined Authority:

1. Note the communication from DfT regarding the devolved major scheme transport funding and the role of the Local Transport Body (renamed by SCR to Infrastructure Investment Body).
2. Agree the dissolution of the Infrastructure Investment Body, with the functions subsumed within the Combined Authority.
3. Note the role of Derbyshire and Nottinghamshire County Councils as Local Transport Authorities in these parts of SCR and the draft letter to each council confirming their invitation to Combined Authority meetings for these matters.

12 TRANSPORT FOR THE NORTH - REPORT ENDORSEMENT AND NEXT STEPS

A report was presented to provide an update on the next steps for Transport for the North (TfN) and to seek endorsement of the 'Transport for the North' report, as published on 20 March 2015 and in the production of which Sheffield City Region (SCR) played a strong supporting role.

Members were advised that the next steps of the work will be significant in terms of resources to work up the prioritised infrastructure plan. SCR will be expected to contribute both in kind, and to pay its share of local costs. Details of this will be brought in a future paper.

Members were informed that endorsement is required for the SCR to continue to lead the Rail work stream on behalf of the TfN partners, and endorsement is also required for the SCR to provide the Accountable Body and Employing Body functions for the small team that will be required to programme manage the TfN work.

RESOLVED, that the Combined Authority:

1. Notes and endorses the Transport for the North report;

2. Support the SCR to continue to play an active role in TfN and in particular to lead the TfN Rail workstream
3. Notes and supports the SCR's role in providing the accountable body function for the funding and employing body on behalf of Northern city regions.

13 HS2 EASTERN ROUTE UPDATE

A report was presented to provide the Combined Authority with an update on recent activity on HS2 EAST - formerly known as the Eastern Network Partnership (ENP).

It was reported that Leaders along the Eastern Route of HS2 have met and agreed to procure Communication support to raise awareness of the benefits of the Eastern leg and articulate the impact of any potential delay or cancellation of the Eastern route as a result of a future Comprehensive Spending Review. Consequently, the Leaders have agreed that this activity will be conducted under the banner of 'HS2 EAST' and that they will continue to meet on a regular basis to steer HS2 EAST activity.

It was reported that the exponents of HS2 are still saying the Eastern and Western legs will be delivered at the same time.

Members were also asked to consider a request for up to £25k of funding to support HS2 EAST.

RESOLVED, that the Combined Authority:

1. Notes that the Leaders along the HS2 Eastern Route have met and agreed to procure Communications support for the Eastern Route of HS2.
2. Supports the proposed HS2 EAST activity.
3. Approves funding of up to £25k to support HS2 EAST activity.

14 MINUTES OF THE SCR CA TRANSPORT COMMITTEE HELD ON 27TH APRIL 2015

RESOLVED, that the minutes of the SCR CA Transport Committee held on 27th April be noted.

15 SYITA PROPERTIES LTD

Members were presented with a report in relation to SYITA Properties Ltd.

RESOLVED, that the recommendations as set out in the report are agreed.

16 RECOMMENDATION FROM THE INFRASTRUCTURE ADVISORY BOARD FOR
STAGE 1B SUPERFAST BROADBAND AND DN7 BUSINESS CASE

A report was provided presenting recommendations for Stage 1B Superfast Broadband and DN7 business cases.

RESOLVED, that the Combined Authority:

1. Agrees the recommendation on the Stage 1B Superfast Broadband business case to progress to Stage 2 with conditions that need to be met before a draft funding agreement is considered.
2. Agrees the recommendation on the Stage 1B DN7 business case to progress to Stage 2 with conditions that need to be met before a draft funding agreement is considered.

CHAIR

SHEFFIELD CITY REGION COMBINED AUTHORITY

ROTHERHAM TOWN HALL

MINUTES OF THE MEETING HELD ON 22 JUNE 2015

PRESENT:

Councillor Sir Steve Houghton CBE, Barnsley MBC
Councillor Roy Allan, Nottinghamshire CC
Councillor Graham Baxter MBE, North East Derbyshire DC
Councillor John Burrows, Chesterfield BC
Councillor Julie Dore, Sheffield CC
Councillor Simon Greaves, Bassetlaw DC
Councillor Glyn Jones, Doncaster MBC
Councillor Ron Mihaly, Derbyshire CC
Councillor Chris Read, Rotherham MBC
Councillor Lewis Rose OBE, Derbyshire Dales DC
Councillor Ann Syrett, Bolsover DC

Julie Kenny CBE, Rotherham MBC
James Newman, SCR Local Enterprise Partnership
Karl Battersby, Rotherham MBC
Huw Bowen, Chesterfield BC
Peter Dale, Doncaster MBC
Andrew Frosdick, Monitoring Officer
David Hewitt, SCR LEP
Julie Kenny CBE, Rotherham MBC
Wes Lumley, Bolsover DC / NE Derbyshire DC
Anthony May, Nottinghamshire CC
John Mothersole, Sheffield CC
Ben Still, SCR Executive Team
Neil Taylor, Bassetlaw DC
Diana Terris, Clerk / Barnsley MBC
Craig Tyler, Joint Authorities Governance Unit
Eugene Walker, S151 Finance Officer
Fiona Boden, Sheffield City Region Executive Team
Julie Hurley, SYPTE
Andrew Gates, SCR Executive Team
Apologies for absence were received from Councillors Mayor R Jones, A Rhodes and A Western

The meeting was opened by the Clerk to the Authority.

1 VOTING RIGHTS FOR NON-CONSTITUENT MEMBERS

It was agreed that no agenda items require voting rights to be confirmed on non-constituent Members

2 APPOINTMENT OF CHAIR AND VICE CHAIR

Nominations for the Chair and Vice Chair were invited.

Cllr Burrows nominated Cllr Houghton for the Chair of the Combined Authority. This nomination was agreed by the members present.

Cllr Houghton nominated Cllr Burrows for the Vice Chair of the Combined Authority. This nomination was agreed by the Members present.

RESOLVED:

1. That Cllr Sir Houghton CBE is appointed Chair of the SCR Combined Authority for the forthcoming year (2015/16)

2. That Cllr John Burrows is appointed Vice Chair of the SCR Combined Authority for the forthcoming year (2015/16)

Cllr Houghton assumed the Chair of the meeting

3 APOLOGIES

Members apologies were noted as above.

4 ANNOUNCEMENTS

No announcements were noted.

5 URGENT ITEMS

No urgent agenda items were requested.

6 ITEMS TO BE CONSIDERED IN THE ABSENCE OF THE PUBLIC AND PRESS

None.

7 DECLARATIONS OF INTEREST BY INDIVIDUAL MEMBERS IN RELATION TO ANY ITEM OF BUSINESS ON THE AGENDA

No declarations of interest were noted.

8 REPORTS FROM AND QUESTIONS BY MEMBERS

No reports of questions from Members were raised.

9 RECEIPT OF PETITIONS / PUBLIC QUESTIONS

None.

10 MINUTES OF THE MEETING OF THE SCR COMBINED AUTHORITY HELD ON 15TH MAY 2015

It was noted that the previous minutes omitted to reference the apologies of J Newman (LEP Chair)

RESOLVED - that the minutes of the meeting of the Combined Authority held on 15th May are agreed to be an accurate record of the meeting.

11 GOVERNANCE AND ASSURANCE - REFINED PROPOSAL TO STRENGTHEN SHEFFIELD CITY REGION'S GOVERNANCE

Further to the outline papers presented at previous meetings, Members were presented with a report detailing the intended proposals to strengthen the City Region's governance arrangements.

It was reported that since the previous submission, the SCR Chief Executives have proposed that an additional two Executive Boards should be established focused on Housing and Transport. This reflects the widening of the Executive Boards' proposed remit to focus on strategy and policy development, as well as the delivery of our Growth and Devolution Deals.

Summary portfolios for the 5 proposed Boards were presented for discussion and agreement.

Members were further advised of a proposal to conserve 'dual key' accountability provisions by means of all Board delegations residing with both the lead Chief Executive(s) for that theme and the SCR's Head of Paid Service.

It was noted that the Boards' logistical requirements were due to be considered in detail. This will accord the Boards with the 6 weekly meeting cycles, culminating with the meeting of the Combined Authority and at which the Boards' decisions will be presented for endorsement and challenge.

It is proposed to convene Combined Authority and LEP Board meetings on the same day.

Revised meeting timetables will be circulated in due course.

J Newman thanked Members for their confidence in the private sector and welcomed the inclusion of private sector LEP members on the Executive Boards.

RESOLVED, that the Combined Authority Members (with report references):

1. Agree the proposed structure of the Executive Boards (paragraph 3.2, Figure 1) and their proposed respective broad portfolios (paragraph 3.5, Table 1).

2. Agree that the Executive Boards should be focused on the delivery of our current Growth and Devolution Deals, in addition to the development of policy and strategy for the City Region (paragraph 3.4).
3. Agree the high level, broad remits that will be used to form the terms of reference for the Executive Boards (paragraph 3.6, Annex A).
4. Agree the proposed lead Member and officers for the different Executive Boards and the Chair and Vice Chair of the Combined Authority (paragraph 3.7, Annex B).
5. Agree that delegations from the Combined Authority to the Executive Boards should reside with the lead Chief Executive(s) and the SCR Head of Paid Service, in consultation with the other members of the Executive Boards (paragraph 3.9).

12 GOVERNANCE AND ASSURANCE - SCR ASSURANCE FRAMEWORK UPDATE

Members were advised that the proposed changes to the governance structure of the Sheffield City Region (SCR) need to be reflected in our Assurance Framework.

It was noted that the document has been updated to reflect the evolution of the proposed model (discussed under the previous agenda item) and the establishment of a single end-to-end programme management lifecycle process for all SCR investments.

The updated document was presented to Members at Annex A to the main report.

RESOLVED, that the Combined Authority Members approve the updated Assurance and Accountability Framework.

13 SCHEME OF DELEGATIONS TO THEMATIC EXECUTIVE BOARDS

Members were presented with a report focusing on the proposed constitutional changes required to implement changes to decision making responsibility within the Combined Authority through the operation of five Thematic Executive Boards in accordance with principles approved by the Authority elsewhere by way of the 2 previous agenda items.

Appended to the report was the proposed amendment for the Sheffield City Region Combined Authority Constitution to take account of these proposed changes (at APPENDIX A).

It was confirmed that inception meetings for the various Boards will now be arranged to consider next steps in more detail.

RESOLVED - that the Combined Authority Members:

1. Give formal approval to the Scheme of Delegations to Executive Boards contained in Appendix A to the report and note that appropriate amendments are to be made to the Constitution of the Authority.
2. Instruct further discussions take place between relevant officers and the newly constituted Boards to refine their detailed operating arrangements and any more specific documentation of their Terms of Reference.
3. Note that in reference to the previous resolution, further reports will be provided to the Authority to revise the terms of Reference of any Board.
4. Note that the Terms of Reference of the Transport Committee are to be reviewed in the light of the role of the new Transport Board.

14 RAIL COLLEGE

A report was presented to update Members in respect of the development of the rail college.

The report noted considerable progress made to date and confirmed that the next stage in the process will see the development of a business case and a joint bid to Government (BIS/SFA) and the Combined Authority for the capital costs required to build the college. This application, which is being co-ordinated by the overall college project manager from HS2 Ltd., will constitute a single application for both identified central BIS funding and LEP allocations.

Members were advised that as part of the SCR Growth Deal 2 allocation, a skills capital allocation for the rail college was notionally awarded. However, it was noted that the final decision on this Growth Deal 2 allocation is not expected until the Autumn approval for a commitment of £6 million to be included in the business plan and capital application due to be submitted to government on July 16th is therefore being sought.

Members expressed concern that the government has changed its stance on how the college will be funded and introduced the requirement for the Combined Authority to act as a financial backstop. It was suggested that lessons can be learnt from this situation and caution needs to be observed in the future to protect the Combined Authority's finances from the 'fragility of funding promises' and the risk to funding other priority initiatives.

E Walker agreed that this was not ideal position to be in and drew Members' attention to recommendation 2 which instructs officers to continue to press the Department for Business Innovation and Skills for a rationalised approach to the funding of this project.

J Newman noted how the private sector holds similar concerns to the Members and agreed that BIS needs to reaffirm their funding commitment to the project. It was asked whether Birmingham is in the same position as Doncaster.

RESOLVED, that the Combined Authority Members:

1. Confirm continued support for the National College of High Speed Rail (NCHSR) in the SCR.
2. Instruct officers to continue to press the Department for Business Innovation and Skills for a rationalised approach to the funding of this project and the CA's Local Growth Fund allocations.
3. Confirm a commitment of £6m of SCR capital to the NCHSR business plan (and associated funding application) which is due to be submitted to the department for Business Innovation and Skills in July 2015 and agreed by autumn 2015.
4. Agree that a single appraisal process that results in the approval of the NCHSR business plan and capital application will satisfy SCR governance requirements and secure the release of the funds in line with the NCHSR delivery programme.
5. Agree that this commitment is expressed in the NCHSR capital funding application/business plan in the form of a letter from the CA chair.
6. Will receive feedback on whether Birmingham is in a similar funding position from P Dale.

15 SCR INTEGRATED INFRASTRUCTURE PLAN

Item deferred.

16 IAB RECOMMENDATIONS

A paper was provided presenting recommendations from the Infrastructure Advisory Board for Upper Don Valley business case and FARRRS phase 2 project.

RESOLVED, that the Combined Authority Members:

1. Agree the recommendation from the IAB on the Upper Don Valley to progress to Stage 1B, noting the conditions.
2. Agree the recommendation from the IAB on the FARRRS phase 2 to progress to Stage 2, noting the conditions.

17 CAPITAL PROGRAMME - RGF INVESTMENT STRATEGY

A report was presented setting out the profile of the £52m of RGF/LGF secured as part of the Growth Deal(s) and the process by which decisions will be made, and seeking endorsement of outline investment strategy for the programme and the required delegations in order to deliver this programme.

Members were advised of the proposal for operational responsibility for investment decisions to be given to a RGF Panel (consisting of the lead Chief Executive for A2F workstream, a lead elected member, at least 1 LEP board member, a delegate of the CA's s.151 officer and other individuals with relevant experience (either

drawn from the existing panel, the A2F advisory board, the Business Growth Board or otherwise)). It was confirmed that this panel will report to the Business Growth Executive Board.

RESOLVED, that the Combined Authority Members:

1. Approve the outline investment strategy (set out in Sections 4 of the report).
2. Delegate operational responsibility for investment decisions to the RGF Panel, subject to the parameters and outline investment strategy set out in this paper and subject to alignment with the broader SCR-level Governance arrangement deal with elsewhere on this agenda.
3. Agree that the CA's S151 officer 'capitalises' all eligible programme management costs incurred in the delivery of this activity, and funds those costs from the RGF capital resource.
4. Agree that the SCR Finance Directors should (a) support the development of an appraisal manual and document that sits behind this fund; and (b) review the progress of this fund 12 months after launch – and consider if changes need to be made to programme design.

18 SCR MARKETING STRATEGY

Members were advised that work on the development of a cohesive SCR Marketing Strategy is underway. A costed proposal will be worked up via a future meeting cycle.

19 CA REVENUE OUTTURN 2014/15

A paper was presented detailing the revenue outturn position for the Combined Authority and its subsidiaries over financial year 2015/16.

Members were reminded that the CA's operations are divided between South Yorkshire transport activity and the wider CA/LEP.

It was reported that before one-off adjustments, both work streams underspent against budget by c.£60k (£62k transport, £59k CA/LEP). This represents a marginal improvement on the positions reported in Q3.

After one-off adjustments designed to support budget sustainability, however, CA/LEP activity accumulated a surplus of c.£613k, whilst transport activity created a surplus of £39.7m due to the award of a second capital grant from the CA to SYPTE.

RESOLVED, that the Combined Authority Members:

1. Note the underspends on transport and CA/LEP activity
2. Note the one-off adjustments made in 2014/15 that support future moves towards budget sustainability

3. Note the ongoing work in collaboration with SYPTE and district partners to develop medium-term financial strategies for both work streams

20 WEBCASTING OF SCR COMMITTEE MEETINGS

A report was presented requesting the Combined Authority Members note plans for the continuation of webcasting of meetings of the SCR Transport Committee, Overview and Scrutiny Committee and Audit Committee.

Members also agree to facilitate the webcasting of future Combined Authority meetings, subject to the facility being operable at the AMP (the agreed venue for meetings for the next year).

RESOLVED, that the Combined Authority Members:

1. Note an initial short term extension to the current webcasting contract to align with Barnsley MBC's webcasting contract renewal date (7th August 2015) followed by a further renewal for 1 year.
2. Agree to the webcasting of Combined Authority meetings, subject to the resolution of any technical issues.

21 APPOINTMENTS TO THE SCR TRANSPORT COMMITTEE

A report was presented advising Members of the SCR districts' nominations to the Transport Committee and requesting endorsement of the nominations for the positions of Chair and Vice Chair.

Nominations (and vacancies) were confirmed as:

District	Members
Barnsley MBC	Cllr Roy Miller Cllr David Leech
Bassetlaw DC	Cllr David Pidwell
Bolsover DC	1 x vacancy TBC
Chesterfield BC	1 x vacancy TBC
Derbyshire Dales DC	1 x vacancy TBC
Doncaster MBC	Cllr Joe Blackham Cllr Bill Mordue Cllr Steve Cox
North East Derbyshire DC	Cllr Michael Gordon
Rotherham MBC	Cllr Maggie Godfrey Cllr Denise Lelliott
Sheffield CC	Cllr Terry Fox Cllr Garry Weatherall Cllr Alan Law Cllr Ian Auckland 1 x vacancy TBC

RESOLVED, that the Combined Authority Members:

1. Note the districts' nominations to the Transport Committee
2. Endorse the nomination of a Doncaster MBC Member as Chair of the Transport Committee for 2015/16 (to be confirmed by Doncaster MBC)
3. Endorse the nomination of Cllr Terry Fox (Sheffield CC) as Vice Chair of the Transport Committee for 2015/16

22 MINUTES OF THE SCR CA TRANSPORT COMMITTEE HELD ON 8TH JUNE

RESOLVED, that the minutes of the SCR Transport Committee held on 8th June be noted.

CHAIR

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Item 8

SOUTH YORKSHIRE PENSIONS AUTHORITY

ANNUAL MEETING

11 JUNE 2015

PRESENT: Councillor S Ellis (Chair)
Councillor R Wraith (Vice-Chair)
Councillors: E Butler, B Lodge, H Mirfin-Boukouris,
K Rodgers, A Sangar, J Scott, M Stowe, B Webster and
K Wyatt

Trade Unions: G Warwick (GMB), F Tyas (UCATT) and
N Doolan (Unison)

Officers: J Hattersley (Fund Director), A Frosdick (Monitoring
Officer), M McCarthy (Deputy Clerk), I Baker (Pensions
Manager), M McCoole (Senior Democratic Services Officer),
I Rooth (Head of Technical Services BMBC) and D Hanson
(HR Business Partner)

Apologies for absence were received from Councillor J Wood,
R Askwith, G Chapman, B Clarkson, J Bell, R Bywater and
F Foster

1 APPOINTMENT OF THE CHAIR OF THE AUTHORITY FOR THE ENSUING YEAR

Councillor Ellis was proposed and seconded as the Chair of the Authority for the forthcoming year.

RESOLVED – That Councillor Ellis be elected as the Chair of the Authority for the ensuing year.

2 APPOINTMENT OF THE VICE-CHAIR OF THE AUTHORITY FOR THE ENSUING YEAR

Councillor Wraith was proposed and seconded as the Vice Chair of the Authority for the forthcoming year.

RESOLVED – That Councillor Wraith be elected as the Vice Chair of the Authority for the ensuing year.

3 MEMBERSHIP OF THE AUTHORITY

A report of the Clerk was submitted to report on the membership of the Authority for the forthcoming year.

Pensions Authority: Annual Meeting, Thursday 11 June 2015

The current membership was noted:-

Barnsley Councillors	Doncaster Councillors	Rotherham Councillors	Sheffield Councillors
M Stowe R Wraith	E Butler K Rodgers J Wood	S Ellis K Wyatt	B Lodge H Mirfin-Boukouris A Sangar J Scott B Webster

Councillor Ellis welcomed Councillors Wyatt, Mirfin-Boukouris and Scott onto the Authority.

RESOLVED – That the report be noted.

4 APPOINTMENT OF BOARDS, COMMITTEES AND CHAIRS

A report of the Clerk was submitted to consider the appointment of Boards, Committee and Chairs for 2015/16.

Membership was confirmed as follows:-

Corporate Planning & Governance Board	Investment Board	Management Committee
7 members	7 members	Section 41 members
Councillor R Wraith (Chair)	Councillor S Ellis (Chair)	Councillor S Ellis (Chair) Sub: Councillor K Wyatt
Councillor S Ellis (Vice-Chair)	Councillor R Wraith (Vice-Chair)	Councillor R Wraith Sub: Councillor M Stowe
Councillor E Butler	Councillor K Rodgers	Councillor B Lodge Sub: Councillor J Scott
Councillor K Wyatt	Councillor A Sangar	Councillor K Rodgers Sub: Councillor E Butler
Councillor B Lodge	Councillor M Stowe	
Councillor J Wood	Councillor B Webster	
Councillor H Mirfin-Boukouris	Councillor J Scott	
And three trades unions representatives	And three trades unions representatives	

RESOLVED – That Members agreed the Terms of Reference and membership of the Boards and Management Committee and their Chairs for 2015/16.

5 QUESTIONS IN MEETINGS OF DISTRICT COUNCILS

A report of the Clerk was submitted to consider the appointment of representatives of the Authority to answer questions raised in meetings of the District Councils and to feedback District Council pensions issues at each meeting of the Pensions Authority.

Membership was confirmed as follows:-

Council	Spokesperson	Substitute
Barnsley MBC	Councillor R Wraith	Councillor M Stowe
Doncaster MBC	Councillor K Rodgers	Councillor E Butler
Rotherham MBC	Councillor S Ellis	Councillor K Wyatt
Sheffield CC	Councillor B Lodge	Councillor J Scott

RESOLVED – That Members agreed the membership.

CHAIR

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Item 9

SOUTH YORKSHIRE PENSIONS AUTHORITY

ORDINARY MEETING

11 JUNE 2015

PRESENT: Councillor S Ellis (Chair)
Councillor R Wraith (Vice-Chair)
Councillors: E Butler, B Lodge, H Mirfin-Boukouris,
K Rodgers, A Sangar, J Scott, M Stowe, B Webster, J Wood
and K Wyatt

Trade Unions: G Warwick (GMB), F Tyas (UCATT) and
N Doolan (Unison)

Officers: J Hattersley (Fund Director), A Frosdick (Monitoring
Officer), M McCarthy (Deputy Clerk), M McCoolle (Senior
Democratic Services Officer), I Baker (Pensions Manager),
D Hanson (HR Business Partner) and I Rooth (Head of
Technical Services BMBC)

Apologies for absence were received from R Askwith,
G Chapman, B Clarkson, F Foster, J Bell and R Bywater

1 APOLOGIES

None.

2 ANNOUNCEMENTS

Councillor Ellis requested that letters be sent to the Members who had recently left the Authority, to convey the Authority's thanks and appreciation for all of their hard work and dedication as Members of South Yorkshire Pensions Authority.

3 URGENT ITEMS

None.

4 ITEMS TO BE CONSIDERED IN THE ABSENCE OF THE PUBLIC AND PRESS

None.

5 DECLARATIONS OF INTEREST

None.

6 LOYAL SERVICE AWARD SCHEME

A report of the Fund Director was submitted to advise Members that there were five officers who were eligible to receive loyalty awards this year.

The following employees were eligible to receive loyalty awards this year:-

Ian Baker
Sharon Taylor
John Smith
Rachel Cooper
Karen Norman

RESOLVED – The Chair awarded certificates to the three officers present.

7 MINUTES OF THE AUTHORITY MEETING HELD ON 19 MARCH 2015

RESOLVED – That the minutes of the Authority meeting held on 19 March 2015 be signed by the Chair as a correct record.

8 VERBAL UPDATE ON MATTERS ARISING SINCE THE LAST MEETING

J Hattersley commented that the Investment Board had recently held interviews for the new Buy and Maintain Bond Mandate. Royal London Asset Management had been appointed.

9 WORK PROGRAMME

Members were presented with a copy of the cycle of future meetings work programme to 3 December 2015.

RESOLVED – That Members noted the contents of the report.

10 SECTION 41 FEEDBACK FROM DISTRICT COUNCILS

Councillor Rodgers reported that DMBC's Finance Team was awaiting the results of the emergency budget on 8 July. The authority was aware of the triennial actuarial valuation due at the end of next March and DMBC's Overview and Scrutiny Committee would address it in the context of the tightening of resources; a key question was how this would affect the Authority, its partners and the people the Authority paid to carry out services.

11 BOARD CHAIRS' REPORTS

None.

12 LOCAL PENSION BOARD

M McCarthy commented that all bar one of the employers' representatives had been nominated and all of the members' positions had been filled. The first LPB meeting to be held within 4 months from 1 April. It was noted that all arrangements were in place and dates would be canvassed to hold the first meeting before the end of July. There would be implications for Members of the Authority and the Local Pension Board as the Board evolved; officers would provide support to Members of the Authority and the Local Pension Board to enable them to fulfil their roles.

RESOLVED – That the update be noted.

13 QUARTER 4 PERFORMANCE SNAPSHOT REPORT

Members were presented with a copy of the Business Planning and Performance Framework's Snapshot Report for 2014/15 Quarter 4.

J Hattersley referred to the investment returns for the quarter. The Fund had slightly beaten the benchmark at 5.6% against 5.5% over the quarter but had underperformed the benchmark for the whole year at 14.2% against a provisional 14.5%; it was understood from WM that the average local authority return was about 13.2%.

I Baker reported that although the administrative transactions backlog with Members was slowly improving, there were still some 9,500 cases outstanding. The backlog situation fluctuated each month, depending upon the timing of the payroll reports from the districts, which resulted in a peak of work each month. The software provider was concentrating on providing the Authority with the ability to bulk upload new starters, which would otherwise be a manual and time consuming process each month.

Councillor Scott sought clarification over by how big a margin targets were being missed and how long it would take to clear the backlog. I Baker anticipated that the performance figure would be 60% plus at the next Authority meeting and it was hoped that the backlog would be cleared by the end of year. Unfortunately, at the moment, accurate reports were not available.

Councillor Rodgers referred to 96% of employers that were now registered for EPIC and to the online service which was currently suspended. He queried how long it would be before the service would be restored.

I Baker commented that the Authority had received a number of promises and undertakings from the software supplier, but they were very rarely delivered on time or accurately. He was unsure when the online facility would be available. J Hattersley commented that the Authority was withholding payment due to the supplier under the contract which had been awarded within the constraints of a National Framework Agreement. Eight other funds were involved with the same supplier and all had similar, if different, issues; a national UPM user group had been established, and met on a regular basis. It was rumoured that the former supplier, who was the bulk supplier to other LGPS funds, had also failed to cope with the pension increase calculations this year.

A Frosdick commented that the issue had not been looked at in-depth from a legal perspective. Currently there was an understanding with the supplier that they were not contesting withholding payment. The matter would be kept under review, and Members would be kept informed.

Councillor Wraith commended staff, on behalf of the Authority, for the excellent work undertaken during the transitional period onto the new pension administration system.

RESOLVED – That the contents of the report be noted.

14 COMPLIANCE WITH THE PRINCIPLES FOR INVESTMENT GOVERNANCE: SELF-ASSESSMENT

A report of the Clerk was submitted to inform Members of the outcome of the self-assessment against the Principles for Investment Governance.

In October 2011, Members had adopted a system of self-assessment and had agreed to use a template to gauge compliance, to be undertaken annually.

Members had been issued with individual copies in January 2015, to be completed and returned at the end of the financial year; 10 forms from the 12 forms issued had been returned. In the main, the scores were either Very Good or Excellent and no areas of concern or development needs had been identified.

RESOLVED – That the Authority:-

- i) Noted the contents of the report.
- ii) Agreed to review the process when the new governance arrangements under the Public Service Pensions Act 2013 were finalised.
- iii) Agreed to any development needs arising from the results.

15 ACTUARIAL VALUATIONS 2013 AND 2016

A report of the Fund Director was submitted to draw to Members attention issues that needed to be considered ahead of the actuarial valuation due at the end of March 2016. It was necessary as part of the preparation, to identify potential areas of concern and points for further deliberation.

It was noted that it was likely that funding levels had not improved since the last actuarial valuation in 2013, and the low level of interest rates and bond yields would continue to cause the valuation of the Fund's liabilities to increase. As always the Fund would have to have a clear focus on governance and be aware of the policies and positions of district councils and all employers.

In response to Members' questions, when an employer left the Fund, an exit calculation would be made by the Actuary to ensure no damage would be made to the Fund as a whole. Problems could be faced if the district councils started to reduce staffing levels, as this would affect the number of staff on the payroll and the normal way that contributions were calculated against payroll. Membership of the Fund was gradually increasing, although a large proportion of new members were part-time employees.

One of the concerns that had to be confronted was whether or not some of the assumptions the Fund had made in relation to bond yields may not materialise. At the moment it was predicted that the position would not improve between now and 2016. It was hoped that the Treasurers would be in a better position to comment on their needs once the forthcoming budget was announced. Any new contribution rates would come into effect from April 2017. Councillor Sangar enquired about the various stages in determining how the valuation was set and how it would be timetabled. Councillor Rodgers referred to the last triennial actuarial valuation, when district treasurers had commissioned work to challenge the Fund's figures and assumptions. He did not wish to see such a situation arise again.

J Hattersley commented that it was fit and proper for the district treasurers to feel able to challenge the administering authority on matters which were crucial to their own budgets. The Fund's Actuary had proven to be prudent. The Shadow Advisory Board had commissioned work on comparing actuarial assumptions across the LGPS and was in favour of instigating regulatory requirements for actuaries to prepare assumptions

against standard criteria. The Fund had always adopted a long term view, which had been supported by district treasurers.

Councillor Rodgers encouraged the view that the Authority should ask the major employers about plans to further outsource services or change their service delivery models.

J Hattersley commented that the Fund had been concerned in the past when districts had negotiated outsourcing of services that they had tended to forget about pensions matters until the end of the process. Councillor Lodge acknowledged that this had been the case. He was concerned in particular about the transfer arrangements surrounding academies and free schools given that some bodies were not fully aware of the obligations that they were taking on board.

Councillor Ellis commented that negotiations should commence as soon as possible with the main employers. It was noted that the Investment Board would be asked to comment upon specific aspects of the valuation assumptions.

RESOLVED – That Members agreed to the points raised in the report.

16 SOUTH YORKSHIRE PENSIONS AUTHORITY CUSTOMER SERVICE EXCELLENCE

A report of the Communications Manager was presented to update Members on the results of the annual surveillance assessment.

It was noted that last year the Authority had been re-awarded the Customer Service Excellence (CSE) award in recognition of continued work in providing exceptional customer service. In order to maintain the accreditation, a surveillance visit was undertaken one year after first being accredited. On 26 March 2015 a further surveillance visit took place and the Authority had successfully continued to meet the requirements for the award, and the accreditation would continue for a further 12 months despite the current difficult circumstances.

Councillor Ellis requested the Authority's congratulations be conveyed to staff. The Authority recognised the frustration of the staff who were used to delivering above and beyond industry standards.

RESOLVED – That Members noted the contents of the report.

17 LGPS CURRENT ISSUES

A report of the Head of Pensions Administration was submitted to bring to the attention of Members the LGPS Current Issues document produced by the Pension Fund Actuary.

Members noted that Mercers, the Fund's Actuary, had begun to issue briefing notes on the current issues facing the LGPS, and these would be brought to future Authority meetings for information. Since the last Authority meeting, the major development had been the outcome of the general election and the new administration. There had been suggestions prior to the general election about reforming the structure of the LGPS, and discussions had taken place across 3 key Government departments. Given the messages in the manifesto and in the Queen's Speech, it could be assumed that the

Government would look for an ongoing reform of LGPS to try to reduce costs and make savings. Future legislation was expected over the next 12 months.

RESOLVED – That Members noted the LGPS Current Issues document.

18 LGPS SCHEME ADVISORY BOARD

A report of the Treasurer was submitted to advise Members of proposed charges to the Fund relating to the establishment of the Scheme Advisory Board.

Members noted the discussions taking place in relation to the budget and resourcing of the Scheme Advisory Board, following the transition arrangements from the Shadow/Interim Scheme Advisory Board to the full board.

The Minister was considering the three budget options published by the Shadow Scheme Advisory Board. These would be translated into fund-by-fund levying bands based upon active membership levels.

RESOLVED – That Members noted the report.

19 WEBCASTING

A report of the Clerk was submitted to seek approval to renew the contract to webcast meetings of the Authority.

The Authority, together with the other South Yorkshire Joint Authorities, had webcast its meetings since 2006. In 2010, Public-i had been awarded a three year contract which had been extended for 2013/14.

Following the integration of the Authority's administrative support with Barnsley MBC, there was an opportunity to include the facilities at Regent Street with those at the Town Hall in a single contract. The extension would be for a 12 month period only, it would align the renewal dates for both contracts and provide a basis for exploring further joint contracting and financial options.

M McCarthy commented that the Authority paid £4,000 per annum for use of the webcasting facility, and that the extension would be a pro rata payment; M McCarthy would provide Members with the cost. If one of the other South Yorkshire Joint Authorities was not in agreement to the extension, then the Authority would not seek to extend the contract, and a report would be presented to the next Authority meeting to determine its value for money.

It was noted that the Authority was one of the first in the country to webcast its meetings. Over the last 12 months, there had been a total of 2,093 live and archived viewings of the Authority.

RESOLVED – That:-

- i) The Authority approved a short term extension to the webcasting contract to align with Barnsley MBC's webcasting contract renewal date (7 August 2015), (at a cost of c£490), to enable consideration of joint contracting and cost saving options.

- ii) The responsibility to agree a further 1 year contract renewal be delegated to the Chair and Vice Chair (noting the Authority was not due to next meet until 1 October).
- iii) Members noted the commencement of a study to consider the longer term aspirations for webcasting and online communications for the webcasting partners and South Yorkshire districts.
- iv) M McCarthy to provide Members with the cost of the extension to the webcasting facility.

20 MEMBER DEVELOPMENT ANNUAL UPDATE

A report of the Clerk to the Pensions Authority was submitted to provide an update on the learning and development arrangements for Members of the Authority.

It was essential for every local authority Member to undertake continuous training and development. For Pensions Authorities, the introduction of more demanding governance requirements over the last 10 years had formalised the requirements, due to it being a specialised area of local authority business involving responsibility for substantial levels of funds.

Members noted the aims of the Member development programme, to which officers would provide a degree of support. M McCarthy commented that Members would be provided with a training needs analysis questionnaire for completion, to enable bespoke training plans to be developed.

A discussion arose around the 3 day Fundamentals, which had a single approach to training; Members would shortly be contacted to arrange the training days. M McCarthy would contact the LGPS to determine whether there was a different medium for the training, to take each individual Member's knowledge into account. It was noted that Trade Union representatives would be involved in other training exercises.

RESOLVED – That Members:-

- i) Nominated and appointed Councillor Sangar as Lead Member for Learning and Development.
- ii) Committed to a round of personal development reviews to be arranged with individual Members following the exercise.
- iii) Agreed to develop an annual training plan and approve further development prior to implementation.

CHAIR

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Item 10

SOUTH YORKSHIRE FIRE AND RESCUE AUTHORITY

ANNUAL MEETING

29 JUNE 2015

PRESENT: Councillor J Andrews (Chair)
Councillor A Atkin (Vice-Chair)
Councillors: A Buckley, A Cave, G Furniss, P Haith,
C Ransome, C Ross, S M Richards and J Satur

D Cutting, M McCarthy, L Noble and M McCoolle (South
Yorkshire Joint Authorities)

J Courtney, J Roberts, S Chu, B Sandy and M Topham (South
Yorkshire Fire & Rescue Service)

F Foster and D Hanson (BMBC)

Apologies for absence were received from Councillor
E Hughes, Councillor R Munn, R Bywater, ACO M Blunden,
A Frostdick, J Bell, I Rooth and G Kirk

1 TO APPOINT THE CHAIR OF THE AUTHORITY FOR THE ENSUING YEAR

RESOLVED – That Councillor Andrews was appointed as Chair of the Authority for the ensuing year.

2 TO APPOINT A VICE-CHAIR FOR THE AUTHORITY FOR THE ENSUING YEAR

RESOLVED – That Councillor Atkin was appointed as Vice-Chair of the Authority for the ensuing year.

3 CHAIR'S REMARKS

Councillor Andrews welcomed the new Members onto the Authority, and he gave thanks to the former Members for all of their dedication and hard work whilst on the Authority.

4 MEMBERSHIP OF THE FIRE AND RESCUE AUTHORITY

A report of the Clerk to the Fire and Rescue Authority was submitted to inform Members of the membership of the Authority as notified by the District Councils:-

Barnsley	Councillors J Andrews and A Cave
Doncaster	Councillors E Hughes, P Haith and C Ransome
Rotherham	Councillors A Atkin and A Buckley
Sheffield	Councillors G Furniss, R Munn, S M Richards, C Ross and J Satur

RESOLVED – That Members noted the membership of the Authority as notified by the District Councils.

5 AUTHORITY GOVERNANCE ARRANGEMENTS

A report of the Clerk to the Fire and Rescue Authority was submitted to determine the appointment of Members to the Committees, Boards and Policy Development Group and also the appointment of Chairs and Vice-Chairs of the Committees (other than the Appeals and Standards Committee).

Councillor Andrews requested that a report setting out the benefits of the Workforce and Organisational Development Board as compared to the Joint Liaison Forum (JLF) be presented to the Authority Meeting on 27 July.

RESOLVED – That Members:-

- i) Approved the meeting structure as set out below:-

Committee/ Working Party	Terms Of Reference	Members
Audit Committee	The agreed terms of reference are set out at Appendix A . Please note that all members of the Authority (except the Chair and Vice-Chair) are members of the Audit Committee. The Authority is requested to appoint Councillors Furniss, Munn, Hughes and Haith to serve on the Audit Committee.	S M Richards (Chair), C Ross, A Buckley, J Satur, and C Ransome 3 Independent Members:- Mrs A Bingham Mrs C Marshall Mr C Wane
Appointments Committee	The agreed terms of reference are set out at Appendix B . Please note that members do not usually serve on both the Appointments and the Appeals Committee.	J Andrews, A Atkin, J Satur, C Ransome, E Hughes and S M Richards
Appeals and Standards Committee	The agreed terms of reference are set out at Appendix C .	C Ross, A Cave, A Buckley, P Haith, R Munn and G Furniss
Principal	The agreed terms of reference are set out at Appendix D .	C Ransome A Atkin (sub)

**Fire and Rescue Authority
Annual Meeting 29 June 2015**

Officers Review Committee A		S Richards G Furniss (sub) R Munn J Andrews (sub)
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**Fire and Rescue Authority
Annual Meeting 29 June 2015**

Principal Officers Review Committee B	The agreed terms of reference are set out at Appendix D.	A Atkin C Ross (sub) E Hughes A Buckley (sub) A Cave R Munn (sub)
Principal Officers Review Committee C	The agreed terms of reference are set out at Appendix D.	C Ross A Atkin (sub) A Buckley J Andrews (sub) J Satur G Furniss (sub)
Workforce and Organisational Development Board	The future of the Workforce and Organisational Development Board was currently under review, and would be considered at the Fire Authority Meeting on 27 July 2015.	
Policy Development Group	The agreed terms of reference are set out at Appendix F.	J Andrews, A Atkin, S M Richards P Haith
Scrutiny Board	The agreed terms of reference are set out at Appendix G. Please note that currently all members of the Authority (except the Chair and Vice-Chair) are members of the Scrutiny Board. However, the membership of Scrutiny Board should be the six Members not nominated to serve on Workforce and Organisational Development Board above. It should still exclude the Chair and Vice-Chair.	A Buckley (Chair), C Ross, J Satur, S Richards, C Ransome and E Hughes
Collaboration & Shared Services 'Task and Finish' Group	This is a sub-group of the Scrutiny Board and is made up of a Member from each District Council. The Key Areas of Focus are set out at Appendix I.	A Cave, A Buckley, S Richards and E Hughes

**Fire and Rescue Authority
Annual Meeting 29 June 2015**

Stakeholder Engagement Board	The agreed terms of reference are set out at Appendix H .	All FRA Members J Satur (Chair)
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- ii) Approved the terms of reference of the Committees as set out in Appendix A to H.
- iii) Appointed Members to Committees where vacancies exist, noting the split between Scrutiny Board and Workforce and Organisational Development Board.
- iv) Appointed Councillors Furniss, Munn, Hughes and Haith to serve on the Audit Committee.
- v) Appointed the Chair and Vice-Chair (if required) of each Committee and Board (other than the Appeals and Standards Committee).
- vi) Noted that the Workforce and Organisational Development Board was currently under review, and that a report setting out the work of the Board would be presented to the Authority Meeting on 27 July 2015.

6 FUTURE MEETING DATES 2015/16

A report of the Clerk to the Fire and Rescue Authority was submitted to set out a schedule of meeting dates for the Authority in 2015/16.

RESOLVED – That Members:-

- i) Agreed the current governance framework of 8 meetings per year for both FRA and Policy Development Group, 6 meetings of Audit Committee underpinned by the Appeals and Standards Committee, Appointments Committee and the three Boards (Stakeholder Engagement, Workforce and Organisational Development and Scrutiny).
- ii) Approved the suggested schedule of meeting dates for 2015/16 set out below:-

Fire and Rescue Authority	Audit Committee	Workforce & Organisational Development Board	Scrutiny Board	Stakeholder Engagement Board
29 June 2015* (Annual & Ordinary)			18 June 2015*	17 June 2015*
27 July 2015*	27 July 2015*	July 2015**		
21 September***	21 September 2015*	September 2015**		16 September 2015*
19 October 2015*				
30 November	30 November	November 2015**	26 November	

**Fire and Rescue Authority
Annual Meeting 29 June 2015**

2015*	2015*		2015	
				9 December 2015*
4 January 2016	4 January 2016	January 2016**		
15 February 2016			February 2016**	
	21 March 2016	March 2016**		March 2016**
11 April 2016				
	16 May 2016			
27 June 2016 (Annual & Ordinary)			June 2016**	June 2016**
25 July 2016	25 July 2016	July 2016**		
19 September 2016	19 September 2016	September 2016**		September 2016**
17 October 2016				
28 November 2016	28 November 2016	November 2016**	November 2016**	
				December 2016**

* Meeting dates already arranged.

**Meeting dates to be arranged.

***Proposed change from dates already agreed at the request of SYFR.

7 ARRANGEMENTS UNDER SECTION 41 OF THE LOCAL GOVERNMENT ACT 1985

A report of the Clerk to the Fire and Rescue Authority was submitted to request that the Authority considered the appointments of District Council representatives under Section 41 of the Local Government Act 1985.

RESOLVED – That the Authority agreed to appoint the following Members to answer questions at meetings of the constituent councils on the discharge of the functions of this Authority:-

Authority	Member	Substitute
Barnsley	Cllr J Andrews	Cllr A Cave
Doncaster	Cllr P Haith	Cllr E Hughes
Rotherham	Cllr A Atkin	Cllr A Buckley
Sheffield	Cllr S Richards	Cllr J Satur

8 OUTSIDE BODIES

A report of the Clerk to the Fire and Rescue Authority was submitted in order for the Authority to consider whether it wished to re-affiliate to the various outside bodies

listed in the report, and to consider representation of the Authority on outside bodies.

RESOLVED – That Members agreed:-

- i) To re-affiliate to the various outside bodies listed in the report.
- ii) To appoint representatives to serve on the outside bodies as set out below for 2015/16, and that in accordance with Standing Order 24, the appointments continue until the next annual meeting of the Authority, or membership ceases:-

Outside Body	Member Representation
LGA General Assembly	Section 41 Members
LGA Fire Commission	Chair/Vice-Chair or their nominee
LGA Urban Commission	Chair & Vice-Chair or their nominee
LGA Rural Commission	Chair & Vice-Chair or their nominee
Association of Metropolitan Fire Authorities (AMFRA)	Councillors Andrews and Atkin
Yorkshire Purchasing Organisation (YPO)	Councillor A Atkin
Community Safety Partnerships	Section 41 Members
Rotherham Partnership Governance Board	Councillor Atkin (Sub Councillor Buckley)

CHAIR

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SOUTH YORKSHIRE FIRE AND RESCUE AUTHORITY

ORDINARY MEETING

29 JUNE 2015

PRESENT: Councillor J Andrews (Chair)
Councillor A Atkin (Vice-Chair)
Councillors: A Buckley, A Cave, G Furniss, P Haith,
C Ransome, C Ross, S M Richards and J Satur

D Cutting, M McCarthy, L Noble and M McCoole (South
Yorkshire Joint Authorities)

J Courtney, J Roberts, S Chu, B Sandy and M Topham (South
Yorkshire Fire & Rescue Service)

F Foster and D Hanson (BMBC)

Apologies for absence were received from Councillor
E Hughes, Councillor R Munn, R Bywater, ACO M Blunden,
A Frostdick, J Bell, I Rooth and G Kirk

1 APOLOGIES

Apologies for absence were noted as above.

2 ANNOUNCEMENTS

None.

3 URGENT ITEMS

None.

4 ITEMS TO BE CONSIDERED IN THE ABSENCE OF THE PUBLIC AND PRESS

RESOLVED – That agenda item 22 entitled ‘Occupational Health Provision’ be considered in the absence of the public and press.

5 DECLARATIONS OF INTEREST BY INDIVIDUAL MEMBERS IN RELATION TO ANY ITEM OF BUSINESS ON THE AGENDA

Councillor Cave declared a non-pecuniary interest, stating that her husband was the Education Director for the Fire Brigades’ Union (FBU).

6 REPORTS BY MEMBERS

Councillor Atkin referred to a recent meeting of the Fire Commission on 26 June 2015 in London; Neil O’Connor, Director of Fire and Resilience, had attended in place of the new Fire Minister Mark Francois, who hoped to attend a future

meeting. Neil O'Connor had made reference to fire services coming under the Police and Crime Commissioners, and he had reiterated the Conservative Manifesto which stated that they would enable police and fire services to work more closely together and to develop the role of police commissioners; a unanimous consensus across all parties had indicated that people were not happy with this suggestion. It was noted that there would be no top down mergers of fire authorities. The Fire Commission appreciated the amount of collaboration being undertaken and a survey would be circulated for each fire authority to provide individual information. Members noted that there had been no indication for the release of the Thomas Report, an independent review into firefighter terms and conditions.

Councillor Richards referred to recent visits at Aston Park and Lowedges Fire Stations. One of the stations had shown a positive response to CPC, in comparison to the other. She had also visited Tankersley Fire Station, where she had found a talk about the equipment and work undertaken to be interesting. Councillor Richards gave thanks to Elm Lane Fire Station for attending the Firth Park Summer Festival on 28 June, where they had given a chip pan fire demonstration.

7 RECEIPT OF PETITIONS

None.

8 TO RECEIVE ANY QUESTIONS OR COMMUNICATIONS FROM THE PUBLIC

None.

9 MINUTES OF THE AUTHORITY MEETING HELD ON 16 FEBRUARY 2015

RESOLVED – That the minutes of the Authority meeting held on 16 February 2015 be agreed and signed by the Chair as a correct record.

10 LEAD MEMBERS: ANNUAL REVIEW AND FORWARD LOOK

A report of the Clerk to the Fire and Rescue Authority was submitted to examine the existing Lead Member roles and to make recommendations for those to continue.

L Noble corrected an error on the report; Councillor Richards was the Sheffield Section 41 Member, and Councillor J Satur was the Chair of the Stakeholder Engagement Board.

Lead Member roles had commenced in September 2007, and had worked extremely well in supporting the Authority in key areas of work.

RESOLVED – That the Authority:-

- i) Considered the existing Lead Member roles as detailed at paragraph 2 of the report.

- ii) Nominated Councillor Cave to serve as Lead Member for Equality and Inclusion.
- iii) Noted the revised Lead Member role profile at Appendix A to the report.

11 WEBCASTING

A report of the Deputy Clerk was submitted to seek Members approval for renewing the contract to webcast meetings of the Authority and to inform Members regarding some planned changes to how the contract was managed.

The current webcasting contract was shared with the Authority, Pensions Authority, Transport Committee of the Sheffield City Region Combined Authority, and the Office of the Police and Crime Commissioner (OPCC). Further clarity was sought from the OPCC and the Sheffield City Region Combined Authority, to establish whether they wished to continue with the webcasting contract.

M McCarthy commented that he would like to investigate other potential clients who could contribute towards the cost of the overall contract.

Following the integration of the Joint Secretariat's functions with Barnsley MBC, there was an opportunity to include the facilities at Regent Street with those at Barnsley Town Hall in one single contract. The renewal dates for the separate contracts were aligned via the short term extension, which provided a basis for exploring further financial and joint contracting options. There had been a total of 8,691 live and archived viewings of Authority meetings over the last 12 months.

RESOLVED – That Members:-

- i) Approved a short term extension to the webcasting contract to align with Barnsley MBC's webcasting contract renewal date (7 August 2015), (at a cost of c£540), to enable consideration of joint contracting and cost saving options.
- ii) Agreed that a further report would be presented to the Authority Meeting on 21 September 2015, to give consideration to extend the contract for a further year, beyond 7 August 2015.
- iii) Noted the commencement of a study to consider the longer term aspirations for webcasting and online communications for the webcasting partners and South Yorkshire districts.

12 CLOSE PROXIMITY CREWING (CPC) 6 MONTHLY REVIEW

A report of the Chief Fire Officer and Chief Executive was submitted which provided a 6 monthly update to Members on the progress of the Close Proximity Crewing (CPC) shift system. The Service had commenced with CPC on 21 October 2014 at Aston Park and Lowedges Fire Stations, which had resulted in subsequent financial saving as a result of a reduction in staffing from 28 whole time posts to 14 whole time posts; the transfer to CPC was on a voluntary basis.

Councillor Richards raised the following points:-

- i) The reason why there had been an increase in overall fire calls?
- ii) The firefighters at Tankersley Fire Station were uncertain when it would become a CPC station.
- iii) In relation to the online questionnaire for Aston Park CPC staff, she queried whether there should also be a questionnaire for the staff at Lowedges Fire Station, and also at all of the other fire stations?
- iv) She requested that the Scrutiny Board continued to receive updates on CPC prior to being presented to the Authority.
- v) Whether the day crewing trial, which was being undertaken in Barnsley, would be extended elsewhere; whether a progress report would be presented to the Authority, and whether this was more likely to suit single parent firefighters, or those firefighters who had a greater responsibility and required more certainty around shift patterns?

DCFO Roberts commented that whilst there had been some fluctuation in the number of fire calls, generally the numbers had not increased. Members noted that CPC was due to go live at Tankersley Fire Station on 17 November 2015; both Aston Park and Lowedges Fire Stations had been part of the online questionnaire. DCFO Roberts added that it was at the prerogative of Members to determine how long CPC was scrutinised; the trial for day crewing had commenced on the second pump at Barnsley Fire Station on 18 May 2015. As part of the Integrated Risk Management Plan (IRMP) for 2013-17, the Authority had approved up to 5 CPC stations; at all of the two pump stations, the second pump at those stations would move onto day crewing, to be managed on the age and retirement profiles of the organisation; a report would be presented to a future Authority meeting in relation to day crewing. In relation to night time arrangements, as part of the IRMP, this would be day staffed effectively following the same day duty times as a normal 2-2-4 station. There would be night time resilience for the provision of the second pump. There was a collective agreement with the FBU in relation to running the trial at Barnsley Fire Station; unfortunately the policy put in place was that it be accepted at the Brigade Committee, but due to the FBU having introduced new rules in relation to the new duty systems, this had been taken to a regional committee who had stated that the FBU accepted day crewing. The FBU then had to go back out to firefighters in relation to night time resilience arrangements. There had been enough interest from firefighters to run the night time resilience arrangements, which the Service was now in the process of commencing.

Councillor Buckley said that CPC was still in its infancy, with two stations having joined the system. He reassured Members, in his capacity of Chair of the Scrutiny Board, that the review would continue to be a standing item on the Board until Members felt this had run its course and it was complete. He hoped that a number of questions would be answered within the review.

Councillor Satur requested that the results of the CPC questionnaires be collated and presented to the Scrutiny Board.

Councillor Ross requested an explanation of the contrast between Low Edges and Aston Park.

DCFO Roberts commented that there had been a significant delay in going live with CPC due to staffing numbers, which had led to the Barnsley 2 and Rotherham 2

pumps being taken off of the run. As a result of the Rotherham 2 pump having been off of the run for a period of time, Aston Park had been used as part of a pre-determined attendance at incidents.

RESOLVED – That Members:-

- i) Noted the contents of the report.
- ii) Agreed that the Scrutiny Board continue to receive updates on CPC.
- iii) Noted that the results of the CPC questionnaire be collated and submitted to Scrutiny Board.

13 OUTTURN REPORT 2014/15

A report of the Chief Fire Officer and Chief Executive & Clerk and Treasurer was submitted to inform Members of the final outturn position for the 2014/15 financial year, and it also sought to explain the key revenue variances that occurred during the whole of the financial year together with a more detailed analysis of the variances in the final quarter of the year.

Members noted a predicted underspend position of £2.915m, which as explained in the last monitoring report presented to the February 2015 Authority Meeting, had reduced to £2.896m, a small reduction of £19,000.

RESOLVED – That Members noted and approved the report.

14 STRATEGIC AND OPERATIONAL PLANS - UPDATE REPORT

A report of the Deputy Chief Fire Officer was presented to update Members on the progress of the Authority's 2013-17 Strategic and Operational Plans.

Members noted that the new Strategic and Operational Plans for 2013-17 had been adopted by the Authority in November 2013; there were no significant changes to the IRMP. Fire and Rescue Authorities were required to have arrangements in place to keep their IRMP under review, and to ensure it covered a minimum 3 year period.

Since the last progress report to the Authority in June 2014, many of the Authority's decisions had been successfully implemented, which were essential to reducing the Service's operating budget, and to adapt to future challenges:-

- Close Proximity Crewing had been introduced at Lowedges and Aston Park Fire Stations in October 2014, and this was working successfully.
- Day crewing had been introduced in May 2015 at Barnsley Fire Station.
- The Transformation Funding bid for £560,000 had been successful, to relocate staff at Maltby to share facilities on the existing Police Station site.
- The Service supported Yorkshire Ambulance Service (YAS), in gaining entry into properties for medical emergency purposes, which added to the public value provided by the Authority.
- The Support Services Review had been agreed, with a significant portion having been implemented, and would save approximately £600,000 per year in support staff costs.

- The establishment of an ongoing review of procurement, which had saved over £250,000 in 2014/15 from support service non-pay budgets.
- The two new fire stations at Sheffield Parkway and Birley Moor, which had been a legacy from the previous IRMP, were expected to be completed on 30 June, the equipment would be transferred to the stations between 30 June to 14 July, and it was intended that the stations would be operational from 17 July 2015.

RESOLVED – That Members noted the report and the significant progress made in implementing the IRMP during the past year.

15 ANNUAL CORPORATE PERFORMANCE REPORT FOR 2014/15

A report of the Chief Fire Officer & Chief Executive/Clerk to the Fire and Rescue Authority was submitted to provide Members with the Annual Corporate Performance Report for 2014/15, and set out the final 2014/15 outturn positions for South Yorkshire Fire and Rescue's suite of Local Performance Indicators.

DCFO Roberts commented that the report had been presented to the Scrutiny Board on 18 June 2015; the Board took a more themed approach to scrutiny, looking holistically at an area of service or a function. The following exception reports had been included for the performance indicators:-

LPI 1.2 – Accidental Dwelling Fires

LPI 1.4 – Fire Deaths and Injuries

LPI 1.3 – Fires in Non-Domestic Premises

LPI 1.7 – Arson Incidents

LPI 1.6 – Special Service Incidents attended involving people (Excluding RTCs)

Councillor Buckley commented that the Scrutiny Board, following scrutinization, had been more than satisfied with the report.

RESOLVED – That Members:-

- i) Noted the contents of the report.
- ii) Scrutinised and commented on the information presented in the report.

16 FRA BUSINESS PLAN - PERFORMANCE MEASURES: JANUARY 2015 - JUNE 2015

A report of the Clerk to the Fire and Rescue Authority was submitted to provide Members with the fifth update on the progress against the agreed FRA Business Plan Performance Measures for January 2015 – June 2015, and to invite comments on the content and reporting format.

Members noted that at the 25 June 2012 Authority Meeting, the FRA Business Plan and performance measures had been approved, with the resolution to receive updates twice yearly on those performance measures; the first update had been reported to the Authority on 17 December 2012. It was noted that many of the

performance measures were qualitative, rather than quantitative, and could be open to a degree of subjectivity.

RESOLVED – That Members noted the six-monthly update.

17 ANNUAL REVIEW OF RISK MANAGEMENT 2014/15

A report of the Chief Fire Officer & Chief Executive/Clerk to the Fire and Rescue Authority was submitted which set out the Fire Authority and Service's arrangements for managing risk in accordance with the Authority's Corporate Risk Management Policy, which stated 'An annual report would be made to the full Fire Authority detailing progress made in addressing all Corporate Risks for the past year', together with details of the Governance arrangements around Corporate Risk Management and risk management developments during the year.

RESOLVED – That Members:-

- i) Noted the contents of the report.
- ii) Considered the appropriateness of the arrangements.

18 ANNUAL SCRUTINY REVIEW AND UPDATE

A report of the Clerk to the Fire and Rescue Authority was submitted to provide Members with a summary of key scrutiny activity undertaken in the past year (June 2014 – June 2015). The Scrutiny Board had been established in 2008 and had a specific remit and protocol which was reviewed annually, or as and when deemed necessary.

RESOLVED – That Members:-

- i) Noted the scrutiny activity from June 2014 to the present.
- ii) Continued to support themed scrutiny reviews, as appropriate, around the Change Management Programme.
- iii) Agreed to support the referral process for any topic or area from other Authority Committees or Boards to the Scrutiny Board as appropriate.
- iv) Continued to support scrutiny and challenge across the full range of Fire Authority meetings.

19 MEMBER LEARNING AND DEVELOPMENT - REVIEW AND THE YEAR AHEAD

A report of the Clerk to the Fire and Rescue Authority was submitted which provided Members with a review of learning and development undertaken in 2014/15, a forward look to learning and development in 2015/16 and wider regional and sub-regional developments.

Members noted that the South Yorkshire Member Development Officer Network met regularly in order to network, jointly develop, procure and deliver sub-regional

learning and development. A saving of almost £300 per authority had been achieved during 2014/15 following the joint commissioning of a 'gold standard' trainer to deliver Questioning and Listening Skills in Rotherham, Sheffield and Barnsley.

The Authority's Charter status would expire during the year, and as agreed by Members in 2014, reassessment would be undertaken during the autumn. The Authority was the only authority with Charter status in Yorkshire and Humberside. It was hoped that the Authority would be assessed at Charter Plus status, and if successful, the Authority would be the first in the UK to achieve this status.

Following today's AGM, L Noble would contact Members, in particular the new Members to the Authority, to arrange development discussions, discuss new Member roles and to provide information on the 2015/16 Learning Development offer.

Councillor Cave was available to support Members in her capacity as Lead Member for Learning and Development.

Councillor Cave gave thanks to L Noble for a comprehensive report, and she thanked Members for their participation in the development work. Members were requested to contact either L Noble or herself, if any gaps in the development work were identified.

L Noble commented that a further Fire Leadership Essentials Programme would be held in October 2015, and a provisional place would be available for the Authority.

RESOLVED – That Members:-

- i) Noted the skills, learning and development acquired in 2014/15.
- ii) Agreed to a process of Development Discussions in July 2015 for all new and existing Members which would inform an appropriate and targeted Learning and Development schedule for 2015/16.
- iii) Noted the regional and sub-regional developments.
- iv) Noted the progress towards achieving Charter or Charter Plus Status in Autumn 2015.

20 KEY ISSUES FROM THE WORKFORCE AND ORGANISATIONAL DEVELOPMENT (WOD) BOARD HELD ON 15 APRIL 2015

Members were provided with a summary of the key issues discussed at the Workforce and Organisational Development Board (WOD) held on 15 April 2015.

RESOLVED – That Members noted the contents of the report.

21 KEY ISSUES FROM THE SCRUTINY BOARD HELD ON 18 JUNE 2015

Members were provided with a summary of the key issues discussed at the Scrutiny Board held on 18 June 2015.

RESOLVED – That Members noted the contents of the report.

22 EXCLUSION OF THE PUBLIC AND PRESS

RESOLVED – That under Section 100(A) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of the Act and the public interest not to disclose information outweighs the public interest in disclosing it.

23 OCCUPATIONAL HEALTH PROVISION

A report of the Chief Fire Officer & Chief Executive and Clerk was submitted which presented options for the future delivery of Occupational Health services within Humberside Fire and Rescue Service and South Yorkshire Fire and Rescue.

RESOLVED – That Members approved the commencement of a 12 week consultation period for the three options set out within the report and appendices.

CHAIR

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Item 12

BARNSELY METROPOLITAN BOROUGH COUNCIL

PLANNING REGULATORY BOARD

2ND JUNE 2015

1. **Present**

Councillors D Birkinshaw (Chair), G Carr, Cherryholme, Franklin, Grundy, Hampson, Hand-Davis, Hayward, Leech, Makinson, Morgan, Noble, Richardson, Riggs, Spence, Stowe, Unsworth and R Wraith.

In attendance as observers: Councillors Miller and Shepherd.

Members stood in silence as a mark of respect following the death of Councillor Dave Sim.

2. **Declarations of Interest**

Councillor Hayward declared a Non-Pecuniary interest in **Planning Application No 2015/0418** – change of use from residential (C3) to private care home (C2) 153 Barnsley Road, Cudworth, Barnsley, S72 8UT, as he is a local ward member.

Councillor Franklin declared a Non-Pecuniary interest in **Planning Application No 2015/0365** – alterations to building including new entrance, pitched roof, alterations to entrance and new fencing at Woodhall Flats, Barnsley Road, Darfield; as he is a member of Berneslai Homes' Board.

3. **Minutes**

The minutes of the meeting held on 20th April 2015 were taken as read and signed by the Chair as a correct record.

4. **Town and Country Planning Act 1990 – Part III Applications**
Speakers/Site Visits

- (i) **Planning Application No 2015/0137** - Erection of a Renewable Energy Park Comprising of a Timber Resource Recovery Centre and associated infrastructure at Land off Houghton Main Colliery Roundabout, Park Spring Road.

Mr. Lee Searles (Agent) addressed the Board and spoke in favour of the officer recommendation to grant the application.

Ms. Noeleen Kirk (Objector) addressed the Board and asked that the application be refused.

RESOLVED that the application be approved as per recommendation and subject to conditions, merging of conditions 19 and 24 and signing of legal agreement.

- (ii) **Planning Application No 2014/1210** - Erection of 10 bed Residential Care Unit (C2) and Occupational Therapy shed with access and car parking. Land between 73 and 77 Park Street, Wombwell, Barnsley, S73 0HL.

Mrs Helen Cuthbert (Agent) addressed the Board and spoke in favour of the officer recommendation to grant the application.

RESOLVED that the application be approved as per officer recommendation and subject to conditions as outlined in the schedule.

5. **Town and Country Planning Act 1990 – Part III Applications**

The Development Service Director submitted a report on applications received for consideration.

RESOLVED that:-

- (i) the following applications be granted, subject to the Conditions outlined in the report of the Development Service Director, details of which are contained in the schedule submitted:-

Planning Application No 2015/0300 Erection of industrial unit B1 (C), B2 and B8 use, with partial use of the unit for Sui Generis Use (Dismantle and Disposal of end of life vehicles). Erection of detached dyno cell and office building and associated parking area (part retrospective) (resubmission of app 2013/1097) at Carbon Court, Springvale Road, Park Springs, Grimethorpe, Barnsley S72 7FF; subject to condition to ensure tree planting on Springvale Road side if existing tree screen is lost and also that no use commences at site until use and management of compound is agreed upon including no stacking of cars

Planning Application No 2015/0421 – Erection of temporary mobile classroom to primary school for early learning and associated service connections at Huntingley Primary School, Huntingley Lane, Barnsley

Planning Application No 2015/0365 – Alterations to building including new entrance, pitched roof, alterations to entrance and new fencing at Woodhall Flats, Barnsley Road, Darfield; with additional informative recommended that the applicant provides adequate liaison with the residents on the timetable for the works to take place.

- (ii) consideration of **Planning Application No 2015/0418** – Change of use from residential (C3) to private care home (C2) 153 Barnsley Road, Cudworth, Barnsley, S72 8UT - be deferred pending a site visit.

- (iii) Details of the Planning Appeals received, decided and withdrawn between the period 1st April to 30th April 2015 be noted; together with the year end figures. It was reported that 2 out of 20 appeals were allowed in 2014/15 meaning nearly 90% of appeals were dismissed during that financial year. This is an improvement on the previous financial year (2013/14) where 8 out of 22 appeals were allowed – i.e. 57% of the appeals were dismissed.

Chairman.....

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BARNSELY METROPOLITAN BOROUGH COUNCIL

Audit Committee

10th June, 2015

1. **Present:** Councillors Richardson (Chairman), Clements and Griffin together with Co-opted Members – Ms Armitage and Ms Brown and Mr Gill, Mr Johnson and Mr Marks.

2. **Declarations of Pecuniary and Non-Pecuniary Interest**

There were no declarations of interest from Members in respect of items on the agenda.

3. **Appointment of Vice Chairperson**

RESOLVED that consideration of this matter be deferred until the next meeting.

4. **Minutes**

The minutes of the meeting held on the 22nd April, 2015 were taken as read and signed by the Chairman as a correct record.

5. **Actions Arising from Previous Meetings**

The Head of Internal Audit submitted a report detailing actions taken and arising from previous meetings of the Committee.

RESOLVED that the report be noted and that, where appropriate, future reports detail progress of actions required and timescales for submission of future reports.

6. **Annual Fraud Report 2014/15**

The Head of Internal Audit submitted a report summarising the outcome of proactive and reactive anti-fraud and investigation work undertaken during 2014/15 with a particular focus on the work delivered by Internal Audit. The report outlined some of the areas of emerging fraud risk and the Council's strategic and operational arrangements for managing those risks.

In attendance was Joanne Race, Principal Auditor in the Corporate Anti Fraud Team.

The report provided information and assurance to the Committee regarding key aspects of the Authority's Internal Control and Governance Framework.

Of particular note were the following:-

- the mitigating controls available to prevent fraud and corruption including Benefits Investigation Section and Benefits Taxation work and work of enforcement officers in other services and the dedicated anti-fraud and corruption resources within Internal Audit
- the transfer to the DWP single Fraud Investigation Service (SFIS) on 1st April, 2015 of the Council's Housing Benefit Fraud Team. It was noted that the SFIS was not responsible for investigating non-benefit and local taxation fraud as this remained the responsibility of the Council. In view of this, as part of the Future Council initiative, a Corporate Anti-Fraud Team had been formed within Internal Audit and this had become effective from the 1st April.
- During the year there had been an increase in the number of irregular matters referred. Twenty referrals had been received compared to 6 in the previous year ranging from investigating issues around allegations of theft, insurance and Right to Buy Frauds, financial irregularities by a third party against a Social Services Client, attendance and working arrangement issues. It was noted that 7 cases remained in progress at the end of the year.
- The number of sanctions achieved by the Housing Benefit Investigation Section and the number of successful prosecutions had increased slightly compared to the previous year
- Successful prosecutions had been widely publicised to ensure the maximum benefit was achieved as a deterrent

In the ensuing discussion particular reference was made to the following:

- An explanation was given about (together with the reasons for) the 7 ongoing investigations as at 31st March, 2015. Arising out of this reference was also made to the investigations brought forward to 2014/15 from the previous year
- It was noted that Internal Audit had concentrated more resources on prevention as opposed to investigations during the year and the rationale for this was outlined. It was also noted that as a result of the creation of the Corporate Anti-Fraud Team, the number of investigations was likely to increase in future years. Lessons learned from investigations would always be used to inform future actions
- The Internal Audit Intranet site was to be updated to reflect the establishment of the Corporate Anti-Fraud Team
- Details of a recent housing benefit fraud involving an employee were provided. In response to detailed questioning, the Director of Legal and Governance explained the reasons for the disciplinary action taken given the zero tolerance approach of the Council to such actions
- The Head of Internal Audit gave details of the way in which work was planned and number of days allocated to anti-fraud, investigative and reactive work. He commented that issues arising during the year could, of course, impact on the number of days undertaken within each area of the service.

RESOLVED:-

- (i) that the Annual Fraud report, which forms part of the framework of the assurances to support the Annual Governance Statement, be approved;
- (ii) that the continued embedding of a culture of zero tolerance and high levels of awareness regarding fraud and corruption be supported; and
- (iii) that regular update reports be submitted regarding the implementation and success of the Corporate Anti-Fraud and Corruption Strategy

7. Internal Audit Annual Report 2014/15

The Head of Internal Audit submitted his Annual Report on the adequacy and effectiveness of the Authority's framework of governance, risk management and control (the internal control arrangements) based on the work of Internal Audit during 2014/15 which had been prepared in accordance with recommended practice contained within the Public Sector Internal Audit Standards.

The report contained:-

- (i) an opinion on the overall adequacy and effectiveness of the Authority's framework of governance, risk management and control
- (ii) a summary of the audit work undertaken to formulate the opinion
- (iii) details of key control issues identified, particularly in the context of the Annual Governance Statement
- (iv) the extent to which the work of other review or other bodies had been relied upon
- (vi) a summary of the performance of the Internal Audit Service
- (vii) a statement on conformance with the Public Sector Internal Audit Standards and the results of its quality assurance and improvement programme and
- (viii) a summary of the training and development activities undertaken with the Internal Audit Section

The meeting noted that the Head of Internal Audit and Risk Management was able to provide an adequate assurance opinion. This opinion was based upon the completion of the annual programme of risk based audit coverage.

Key issues arising from all completed audits had been reported throughout the year within the quarterly Internal Audit reports. A number of reports issued resulting in a negative assurance opinion had decreased and most of the findings related, in the main, to 'people' issues and the non-compliance regarding the application of the necessary controls and checks. This non

compliance would be monitored throughout the year along with the number of negative report assurance opinions.

The implementation of audit report recommendations had continued to be an issue throughout the year and monitoring would continue to be a priority for the service.

A number of investigations had been completed during the year and no major issues had arisen although the control issues identified had been highlighted for management attention.

In addition, Divisional performance had remained satisfactory with most areas exceeding the target although two performance indicators marginally varied from the target. The issue of final reports performance indicator was below target which had been mainly due to delays obtaining details required to finalise audit reports. The percentage of chargeable time was also below target due, in the main, to additional corporate requirements and time expended on the preparation of tenders.

In the ensuing discussion, and in response to detailed questioning, the following matters were highlighted particularly within the context of the Annual Governance Statement:

- It was noted that the delay in the implementation of audit report recommendations had been raised within the Senior Management Team. It was noted, however, that the implementation of the Future Council initiative may have been a contributing factor to the delays. The Senior Management Team had, however, made this a priority for future action and was to ensure that there was a robust follow up process. The Head of Internal Audit confirmed that delays did not mean that there was any compliance issues
- There was a discussion of the audit processes and within the context of the Strategic Risk Register. The Head of Internal Audit and the Risk and Governance Manager referred to the ways in which issues of concern were escalated to Service Directors and finally to Senior Management Team
- In response to detailed questioning on the Core System Reviews, the Head of Internal Audit gave details to the background to and reasons for the limited assurance given in relation to Income and SAP System Security and to the potential impact of this. Arising out of this, reference was made to the instances in which the External Auditor would become involved in specific issues and particularly in relation to fundamental control issues. It was not anticipated that there would be any significant involvement by External Audit unless a there was a longstanding business continuity issue
- The Head of Internal Audit informed the Committee explained in relation to Core System Reviews, why the SAP System Security had not been audited since 2011/12.

- Reference was also made to the introduction of more e-forms in an attempt to reduce paper usage and, ultimately, costs. These new systems still needed to be embedded further
- The Head of Internal Audit briefly referred to the change of approach to audit work to become more risk based
- The External Auditor commented on the relationship between External and Internal Audit and the ways in which work was planned and undertaken

RESOLVED:-

- (i) that the assurance opinion provided by the Head of Internal Audit on the adequacy and effectiveness of the Authority's framework of governance, risk management and control be noted;
- (ii) that the key issues arising from the work of Internal Audit in the context of the Annual Governance Statement, be noted; and
- (iii) that the satisfactory performance and activities of the Internal Audit functions for 2014/15 be noted.

8. Terms of Reference and future arrangements for the Audit Committee

The Director of Finance, Assets and Information Services reported on the outcome of discussions with the Chair on the need for a fundamental review of the working arrangements of the Audit Committee to reflect, amongst other things, the changing nature of the Council consequent upon the Future Council initiative.

It was essential that the Committee 'added value' to the work of the Authority and to this end it was proposed to hold a workshop meeting, possibly in the time slot allocated for the November meeting, to discuss possible changes and ways of working prior to submitting proposals for consideration by the Council.

RESOLVED that the report be noted and that future meetings of the Audit Committee continue to be held at 4.00pm (with the exception of the meeting immediately prior to the September Council meeting which will be held at 2.00pm on a Friday).

9. Annual Review of the Effectiveness of Internal Audit

The Head of Internal Audit submitted a report presenting information and evidence in support of the statutory review of the effectiveness of the audit function and requesting the Committee to form a view as to its satisfaction that the audit function is effective and, where improvements had been identified, to monitor these during the year.

The Head of Service reminded Members that the Public Sector Internal Audit Standards had come into effect on the 1st April, 2013, replacing the 2006 Code of Practice for Internal Audit. These standards required the Head of Internal

Audit to develop and maintain a quality assurance and improvement plan covering all aspects of internal audit activity (QAIP). The programme should be designed to enable an evaluation of the internal audit activity's conformance with the Standards and assess the efficiency and effectiveness of the internal audit activity and identified opportunities for improvement. It was considered, therefore, appropriate that the QAIP would also form the basis of the annual review of the effectiveness of the Internal Audit Function.

The Head of Internal Audit went on to outline in more detail how the review had been undertaken together with the evidence that had been collected to support that review.

Overall, the report highlighted a positive level of satisfaction with the internal audit function as evidenced by various sources of feedback from auditees. Areas for improvement were summarised and related predominantly to those arising from the implementation of the new professional standards. These were the subject of an action plan which would be monitored during the course of the year.

In the ensuing discussion reference was made to the following:

- The arrangements in place to undertake external assessments that were required to be conducted at least once every five years. It was noted that this assessment was scheduled to be undertaken mid year and in response to questioning, the Head of Internal Audit explained the way in which the required 'independent person' was to be chosen
- It was noted that arrangements were in hand to undertake peer reviews with other neighbouring authorities and a further report on this matter would be submitted to the September meeting
- There was a discussion of the analysis of Auditee Feedback received during the year. It was noted that there was no correlation between assurance opinion issued and feedback received. All feedback was welcomed and all negative comments were followed up. Issues raised were also used to inform future training sessions

RESOLVED:

- (i) that the information contained in the report now submitted in support of the review of the effectiveness of the audit function be noted and that the Audit Committee expresses its satisfaction with the service; and
- (ii) that a progress report be submitted in approximately 6 months time to monitor progress against the Quality Assurance and Improvement Programme Action Plan as detailed within Appendix 3 of the report now submitted.

10. Risk Management Annual Report 2014/15

The Service Director (Financial Services) submitted his annual report outlining the progress made in 2014/15 towards the achievement of the goals set out in

the Council's Risk Management Policy and signposting the further work to be undertaken in 2015/16.

The report provided assurance that the significant risks to the achievement of corporate objectives had been identified and were being appropriately managed within a comprehensive Risk Management Framework.

It was noted that:

- The Risk Management Framework (including the Risk Management Policy and Strategy) had been reviewed to reflect the context in which the Council was now working within the terms of Future Council and the development of and embedding of Business Units.
- Regular and productive Risk Champion meetings had assisted in focusing activity within Directorates aimed at further embedding a culture of Risk management within the Council.
- The Strategic Risk Register had been reviewed for the fifth time and was a regular feature on the Audit Committee agenda
- The Risk Management Database had been updated and the Council was rolling out and embedding the system into the Council's normal business processes
- The Risk Management training and awareness programme 2014/15 had been delivered and had been complemented by the provision of discrete Risk Management Training Packages for both Officers and Elected Members as part of the Barnsley on-line development platform
- The workplan for 2014/15 had been completed and the Risk management section was now working towards the delivery of the workplan for 2015/16

Specific reference was made to the following:

- The role of Risk Champions who, amongst other things, ensured the dissemination of good practice and assisted in the implementation and delivery of the Risk Management Policy, Strategy and Framework. This role was crucial as the Future Council initiative developed. Further details of the role of these Champions would be provided
- It was noted that an e-learning offer had been developed specifically as an introduction to risk management for Elected Members to complement the existing introduction to Risk Management training module designed for officers. It was suggested that this include Independent Members. It was also noted that training had been provided for the Overview and Scrutiny Committee earlier in the year
- Direct liaison was being undertaken in relation to a number of projects and these were detailed within the report. It was noted that the South

Yorkshire Superfast Broadband initiative was not the same as the Digital Region project. Arising out of this reference was made to the remaining financial liabilities of Digital Region which was not considered to be significant

- There was a discussion of the work plan for 2015/16 details of which could be circulated

RESOLVED:

- (i) that the Risk Management Annual Report for 2014/15 and the assurances contained therein be received and noted as part of the overall consideration of the control framework for the purposes of the Annual Governance Statement; and
- (ii) that periodic reports be presented to the Committee during the year to monitor the progress in achieving the actions identified for 2015/16.

11. External Audit Report – Annual Audit Fee Letter 2015/16

Mr J Cornett, representing KPMG, presented the External Auditor's Annual Fee Letter for 2015/16.

The following issues were raised:

- The arrangements following the closure of the Audit Committee were referred to:
 - Whilst the Audit Commission had closed at the end of March, 2015, it was, nevertheless responsible for the setting of fees for the audit of the 2015/16 financial year. Fee proposals were, therefore based on the Commissions work programme and Scales of Fees for 2015/16
 - The responsibility for determining fees in the future had been transferred to the Public Sector Audit Appointment Ltd (PSAA) which would oversee the management of the Commission's contracts until the end of 2017 or 2020 if they were extended. In addition, certain functions formerly exercised by the Commission had been delegated to the PSAA
 - The National Audit Office was now responsible for producing and maintaining the Code of Audit Practice and for providing supporting guidance to auditors
- Details of the planned audit and certification fees (with comparisons to the previous year) were outlined. In general, these were based on a 25% reduction and was in addition to the savings of up to 40% in scale audit fees and certification fees in 2012.
- The External Auditor had not yet completed the 2014/15 audit and the planning process from 2015/16 (including risk assessment) would continue as the year progressed and fees revised as appropriate
- Details of the factors affecting the audit work for 2015/16 were outlined. Amongst other things, it was noted that CIPFA had confirmed that a change in accounting policy would be introduced for the accounts from 2016/17 in relation to the measurement of transport infrastructure assets for authorities

with highway responsibilities. Fees for any additional preparatory work would be subject to the usual variation procedures. It was also noted that the National Audit Office still had to publish guidance on the required approach to work on Value for Money Arrangements for 2015/16

- The External Auditor would also certify the 2015/16 claim for housing benefit subsidy for the DWP. There were no other claims or returns required to be certified under the PSAA contract and therefore any assurance arrangements for other schemes would be subject to separate fees and would be the subject of discussion
- The indicative fees were based on a number of assumptions details of which were outlined within Appendix 1 to the report
- Details of the Planned Output Reports were provided within Appendix 2 to the report.
- The future arrangements for the ways in which fees could be increased were outlined

RESOLVED that the Annual Audit Fee letter for 2015/16 be received and the potential implications of the issues identified therein be noted.

12. Audit Committee Work Plan 2015/16

The Committee received a report providing the indicative work plan for the Committee for its proposed scheduled meetings for the remainder of the 2015/16 Municipal Year.

RESOLVED that the core work plan for 2015/16 meetings of the Audit Committee be approved and reviewed on a regular basis.

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Chairman

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BARNSELY METROPOLITAN BOROUGH COUNCIL

PLANNING REGULATORY BOARD

30th JUNE 2015

6. **Present**

Councillors D Birkinshaw (Chair), G Carr, Cherryholme, M. Dyson, Franklin, Griffin, Grundy, Hampson, Hand-Davis, Hayward, Mathers, Mitchell, Morgan, Noble, Richardson, Riggs, Spence, Stowe, Unsworth and R Wraith

7. **Declarations of Interest**

Councillor Hayward declared a Non-Pecuniary interest in **Planning Application No 2015/0418** – change of use from residential (C3) to private care home (C2) 153 Barnsley Road, Cudworth, S72 8UT as he is a local ward member.

Councillor Hand-Davis declared a Non-Pecuniary interest in **Planning Application No 2014/1240** - erection of 4 no. detached dwellings with associated access, parking and landscaping, land off Huthwaite Lane, Thurgoland, Sheffield as he is a local ward member.

8. **Minutes**

The minutes of the meeting held on 2nd June 2015 were taken as read and signed by the Chair as a correct record.

9. **Town and Country Planning Act 1990 – Part III Applications Speakers/Site Visits**

- (i) **Planning Application No 2015/0418** – Change of use from residential (C3) to private care home (C2) at 153 Barnsley Road, Cudworth, Barnsley S72 8UT.

RESOLVED that the application be approved as per officer recommendation and subject to conditions as outlined in the schedule.

- (ii) **Planning Application No 2014/1240** – Erection of 4 no. detached dwellings with associated access, parking and landscaping at Land off Huthwaite Lane, Thurgoland.

Mr Bernard Greep (Agent) addressed the Board and spoke in favour of the officer recommendation to grant the application.

Mr Tim Pearson (Objector) addressed the Board and spoke against the officer recommendation to grant the application.

RESOLVED that the application be deferred to allow Members the opportunity to undertake a site visit.

- (iii) **Planning Application No 2015/0557** – Retention of residential caravan site for 3 gypsy families, temporary permission previously approved by 2011/0958 at land off Warren Walk, Royston.

Mrs Smith (Applicant) addressed the Board and spoke in favour of the officer recommendation to grant the application.

RESOLVED that the application be approved as per officer recommendation and subject to conditions as outlined in the schedule.

10. **Town and Country Planning Act 1990 – Part III Applications**

The Head of Planning and Building Control submitted a report on applications received for consideration, as follows:

Comment [s1]: Should this not be the Head of Planning and Building Control?

- (i) **2015/0549** – Outline application with all matters reserved comprising of a mixed use development of Barnsley Markets and adjoining land following demolition of existing offices, bridge, part of existing market hall and multi-storey car park to provide a replacement refurbished retail/market floorspace, new retail/food and drink (Use Classes A1, A3, A4), a cinema (Use Class D2), a library (Use Class D1), and new public open space, access road and associated servicing arrangements, car parking and a pedestrian footbridge across the adjacent railway to the site of the former CEAG building. Site address: Barnsley Markets and adjoining land at Cheapside Barnsley.

RESOLVED that the application be approved as per officer recommendation and subject to conditions as outlined in the schedule and that officers be given delegated authority to resolve the outstanding Environment Agency objection and to make necessary amendments to conditions to reflect phasing, Environment Agency comments and other minor changes to wording.

- (ii) **2015/0224** – Erection of new manufacturing unit adjacent to the existing PVC unit, and additional staff parking provision at Station Road Industrial Estate, Valley Road, Wombwell

RESOLVED that the application be approved as per officer recommendation and subject to conditions as outlined in the schedule.

- (iii) **2015/0229** – Change of use from B8/B1 to B2, B8 and B1. Alterations to existing buildings, demolition of external structures and the installation of external lighting and two new substations at Unit 17, Valley Road, Wombwell, Barnsley.

RESOLVED that the application be approved as per officer recommendation with the removal of conditions 4 and 5 and the amendment of condition 2 and addition of construction management condition.

- (iv) **2015/0447** – Erection of 7 no. dwellings (outline), land at Windmill Avenue, Grimethorpe, Barnsley S72 7AW

RESOLVED that the application be approved as per officer recommendation and subject to the completion of a Section 106 agreement to secure a monetary contribution to compensate for the loss of Green Space.

- (v) **2015/0434** – Conversion of chapel to provide a community facility at The Chapel, Cemetery Road, Wombwell, Barnsley S73 8HY.

RESOLVED that the application be approved as per officer recommendation and subject to additional condition relating to submission of Traffic Management Plan.

- (vi) **2015/0540** – Conversion of chapel to provide a community facility (Listed Building Consent) at The Chapel, Cemetery Road, Wombwell, Barnsley S73 8HY.

RESOLVED that the application be approved as per officer recommendation.

- (vii) **2015/0479** – Erection of modular classroom extension to primary school, Summer Lane Primary School, Summer Lane, Barnsley S75 2BB

RESOLVED that the application be approved as per officer recommendation.

- (viii) Details of the Planning Appeals received, decided and withdrawn between the period 1st to 31st May were noted along with cumulative appeal totals. 2 appeals have been decided since 1st April 2015 and 2 appeals dismissed, i.e. no appeals have been allowed since 1st April 2015 to date.

11. **Public footpath diversion**

The Head of Highways, Engineering and Transportation presented a report seeking approval to divert Penistone footpath no 43 as shown on the plan attached as an Appendix to report 'B'.

RESOLVED that:-

- (i) In exercise of statutory powers, the Council makes a Public Path Order under the provisions of section 257 of the Town and Country Planning Act 1990 for the diversion of Penistone footpath no. 43 as shown on the plan attached at Appendix A of this report.

- (ii) The Common Seal of the Council be affixed to the Order and that the Director of Legal and Governance be authorised to publish the proposal and to submit the Order for confirmation by the Secretary of State or to confirm it himself in the event of there being no objections thereto.
- (iii) The Director of Legal and Governance be authorised to make a Definitive Map Modification Order to make the necessary changes to the Definitive Map and Statement for the area.

Chairman.....

BARNSELY METROPOLITAN BOROUGH COUNCIL

GENERAL LICENSING REGULATORY BOARD

1st July 2015

1. **Present:** Councillors C. C. Wraith MBE (Chairman), Burgess, J Carr, Duerden, Ennis, S Green, Hampson, Johnson, Millner, Richardson, Saunders, Sheard and Wilson.

2. **Declarations of Pecuniary and Non-Pecuniary Interest**

There were no declarations of pecuniary and non-pecuniary interest from Members in respect of items on the agenda.

3. **Minutes**

The minutes of the meeting held on the 6th May, 2015 were taken as read and signed by the Chairman as a correct record.

Arising out of the discussion of the minutes reference was made to the following:

- (a) Facebook Taxi Operation – it was noted that in connection with this enforcement operation, PACE interviews were taking place with a view to prosecution rather than the issuing of fixed penalties
- (b) Training - A training session for all Members of the Board was to be undertaken in the near future
- (c) Out of district Drivers

It was noted that Hackney Carriage Drivers licenced within other areas could legally work within the Barnsley borough but only as a Private Hire Vehicle. They could not work or ply as a Hackney Carriage or use any of Barnsley's Hackney Ranks.

It was possible, however, that a vehicle licenced within another district could come into the Borough working as a Hackney Carriage if the vehicle was pre booked whilst within those areas. There had, however, never been a significant issue of Hackney Carriages illegally working within Barnsley but if any Member had concerns, they should contact the Licensing Service so that the matter could be investigated further.

It was noted that all licences had to be held by one authority and, therefore, some Operating Centres, thought not many, were held outside Barnsley – primarily Rotherham and Wakefield. There was perhaps a perception that in view of recent events in Rotherham

quite a few drivers were working from there, but this was not really the case or a significant issue.

4. Licensing Enforcement - Update

The Assistant Director Regulatory Services submitted a report providing an overview of the work of Licensing Enforcement Officers undertaken recently.

It provided, in documentary form, details of the Licensing Enforcement exercises undertaken between January to April 2015 as orally reported to the meeting on the 6th May, 2015. In addition, it was reported that the Service had undertaken a further licensing enforcement exercise on the 23rd April, 2015.

This daytime exercise had involved Licensing Enforcement Officers working alongside Vehicle Examiners from the Smithies Lane Depot focussing on smaller Licensed Operators. In total, four vehicles had been inspected, two of which had been found to be fully compliant and two had been issues with suspension notices for defective lights and one driver had received a written warning for failing to complete the vehicle inspection sheet.

In its totality, therefore, vehicle compliance continued to be an issue and was at the forefront of every enforcement operation and with every Vehicle Examiner whilst undertaking MOT tests. Defective vehicles were not acceptable and could not be excused, couple with this was the concern at the failure to complete basic vehicle inspection sheets (something that had been requested by the Trade) and was a tool that ensured the safety of vehicles.

Proactive enforcement operations would continue to be undertaken on a quarterly basis.

Arising out of the discussion reference was made to the following:

- It was noted that inspections were undertaken of smaller operators to ensure compliance with licensing conditions. In response to questioning, the Licensing Enforcement Officer informed the Board that if the operator was not available, repeated visits would be undertaken. In addition, it was noted that all Operators were inspected at least once each year
- During the course of one inspection, 2 alleged illegal taxis had been stopped and their vehicles inspected. Both had been spoken to and invited to attend a tape recorded interview under caution to explain their actions but had declined to attend. These drivers had been given the opportunity to apply for Private Hire/Hackney Carriage Licenses on the basis that licensing conditions could then be enforced to ensure compliance with all legal requirements to ensure the safety of the public

- The way in which the Service stored and collated evidence to support appropriate prosecutions was outlined. With regard to 'illegal' drivers it was noted that there was a need to prove the driver was working for 'hire and reward' and the difficulties associated with this were outlined.
- Reference was made to the use of 'intelligence' reports and to comments made via social media sites. The Licensing Enforcement Officer commented on the importance of issues of illegal drivers being reported for investigation
- Reference was made to the differing powers of Licensing Enforcement Officers, the Police and representatives from VOSA
- Members were reminded that drivers receiving three written warnings for contravention of licensing conditions were brought before a Panel of the General Licensing Regulatory Board when action could be taken against them and, ultimately, the license could be revoked
- There was a discussion of the possible use of IT to confirm the completion of the daily check sheet. On balance, however, it was not thought that this would be feasible at the moment given the likely cost implications. It was noted, however, that only a small number of drivers appeared to be failing to comply with this requirement as most were extremely conscientious
- The support of Operators for the Licensing Service and for ensuring the compliance with conditions was noted
- Members were informed that regular enforcement exercises were undertaken and anyone wishing to accompany officers on any of these exercises was indeed welcomed and encouraged to do so as they could then see, at first hand, the types of issues encountered

RESOLVED

- (i) that the report be received; and
- (ii) that the Board place on record their thanks and appreciation to Local Authority staff for all their hard work in undertaking Enforcement activities to ensure the continuing safety of the travelling public.

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Chairman

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BARNSELY METROPOLITAN BOROUGH COUNCIL

Audit Committee

22nd July, 2015

13. **Present:** Councillors Richardson (Chairman), Barnard and Griffin together with Co-opted Members – Ms Armitage and Ms Brown and Mr Johnson and Mr Marks.

14. **Declarations of Pecuniary and Non-Pecuniary Interest**

There were no declarations of interest from Members in respect of items on the agenda.

15. **Appointment of Vice Chairperson**

RESOLVED that Mr S Gill be appointed Vice Chairman of the Committee until the next Annual Council meeting.

16. **Minutes**

The minutes of the meeting held on the 10th June, 2015 were taken as read and signed by the Chairman as a correct record.

17. **Actions Arising from Previous Meetings**

The Committee received a report detailing actions taken and arising from previous meetings of the Committee.

It was noted that not all items yet included the timescale for submission to future reports or the progress of actions. These would be included within future reports.

RESOLVED that the report be noted.

18. **Draft 2014/15 Statement of Accounts**

The Director of Finance, Assets and Information Services submitted a report on the 2014/15 Statement of Accounts, the Council's fifth set of accounts prepared in accordance with International Financial Reporting Standards (IFRS).

The report indicated that the accounts had been submitted to the External Auditor (KPMG) on the afternoon of 29th June, 2015 in advance of the statutory deadline, of 30th June and in addition, there was no longer a requirement to submit them for approval to the Council prior to that deadline. This was primarily to enable additional time to prepare the accounts under the more complex and time consuming IFRS and to place public bodies on a similar reporting footing with the private sector.

The Council would receive the External Auditor's report on the accounts prior to the statutory deadline of 30th September 2014.

The Summary of Accounts together with the Draft Statement of Accounts 2014/15 were appended to the Director's report. The report also outlined the main elements of the Accounts, gave details of the consultation that had taken place together with the main elements of the requirements of the International Financial Reporting Standards.

The Committee noted the significant work undertaken by the Service Director Finance's Team in relation to the preparation of the Statement of Accounts which was commendable bearing in mind the staffing reductions that had taken place within the section.

Reference was then made to the following matters:

- It was noted that the format of the information provided was prescribed and based on the International Financial Reporting Standards as interpreted by the Code of Practice on Local Authority Accounting and this allowed comparisons to be made between differing local authorities and other bodies. The Authority, however, also prepared separate revenue and capital final accounts reports (management accounts) and the rationale for this was explained. These could be made available to Members of the Committee if required. Mr Cornett, representing KPMG, the Council's External Auditor commented on the consultations that were currently ongoing in relation to possible changes to accounting arrangements
- There was a discussion of the factors affecting the liabilities of the South Yorkshire Pensions Scheme and to the potential effects on those liabilities of changes in the various assumptions used in their calculation.
 - Arising out of the above, the Director of Finance, Assets and Information Services reminded Members that she was the Section 151 Officer for the South Yorkshire Pensions Authority and she briefly commented on the liabilities of the Scheme. She also stated that the issues identified were common throughout all four districts. She also outlined how she 'separated' her role and responsibilities to both the Pensions Authority and to the Local Authority
 - The Director of Legal and Governance briefly commented upon the differences between the South Yorkshire Pensions Authority and arrangements in County Council areas
- There was a discussion of the ways in which Debt was handled and in with context particular reference was made to Short Term Debtors. The Director of Finance, Assets and Information Services and the Service Director Finance both commented that in relation to Council Tax, Barnsley had a high payment rate. There was probably a need to address the way in which outstanding debts from years ago were recorded particularly when there was very little prospect of such debts

being recovered. An assurance was given, however, that all necessary steps were taken to ensure that where possible debts were recovered and in this context reference was made to the development of Business Units under the Future Council initiative. There was, of course, always room for improvement and discussions would take place, when necessary, within the Senior Management Team in this respect

- A breakdown of the percentage of debt on a year by year basis could be provided for a future meeting
- An explanation was provided of the operational overspend within Children, Young People and Families and of the ways in which this was being addressed
- It was noted that the Accounts and Audit Regulations 2011 had significantly reduced the timeframe allowed for the accounts closure process. Workload issues were also exacerbated by recent staffing reductions and the increasing complexity of the IFRS requirements. It was noted, however, that all necessary requirements had been met and, in addition, the quality of working papers and files submitted for audit had improved. This was a testament to the hard work and dedication of all staff involved. Arising out of this, brief reference was made to succession management arrangements and to the ways in which staffing issues would be addressed in future years
- Reference was made to the arrangements in place to deal with Trust Funds and other Third Party Funds
- An assurance was given that there was no inappropriate expenditure in relation to 'Impairments – Non-Value Adding Expenditure'. An explanation was given as to the various elements contained within this 'heading' and to 'timing issues' which might appear to exacerbate expenditure
- There was a discussion of the increased Housing Revenue Account Balances and to the strategy being developed to attest this issue

RESOLVED:-

- (i) that the Director Finance, Assets and Information Services and Service Director Finance and their respective Teams be thanked for their hard work and dedication in producing the accounts on time and with reduced resources in a reducing time frame; and;
- (ii) that the work that has taken place to prepare the Authority's Draft 2014/15 Statement of Accounts on an International Financial Reporting Standards basis be noted.

19. Draft Annual Governance Statement 2014/15

The Chief Executive, Director of Legal and Governance and Director of Finance, Assets and Information Services submitted a joint report on the Draft Annual Governance Statement for 2014/15.

The Statement gave details of:

- The purpose of the Governance Framework
- The Governance and Internal Control Framework
- The process of annually reviewing the effectiveness of the Governance and Internal Control Framework
- The development and improvement issues arising from the Annual Evaluation which would have to be addressed during 2015/16

The Draft Governance Statement was appended at Appendix 1 and the 2015/16 Action Plan was attached as Appendix 2.

The Committee was given a brief resume of the key issues highlighted. The review of the Authority's Governance, Risk and Control Arrangements in 2014/15 had not identified any fundamental issues and had confirmed the general level of compliance with the Council's Governance and internal Control Framework remained good. The review process had taken into account the action taken against the control issues raised in 2013/14. As the nature of some of the issues were of a longer-term nature these remained in progress and had been carried forward into the 2015/16 list of issues. These issues related to:

- (a) The continued development and embedding of a practical framework to assist in the effective governance and control of the Council's partnerships, contracts and general relationships with external organisations. This was considered of increasing importance in the light of the Future Council transition
- (b) The continued development of a corporate Information Governance Strategy and associated policies/procedures and guidance for implementation across the Council

The whole process was underpinned by the context within which the Council was currently working, the financial and operational environment which would have a significant impact in 2015/16 and beyond. The Council had moved to its new Future Council operating model in April 2015 and this had significantly affected the way services were provided and how business was transacted in the future. It was also acknowledged that without careful management, the inevitable reductions in staff and the reduced capacity to deliver outcomes to the public could have significant implications on the ability of the Council to maintain high levels of compliance across various aspects of the governance, risk and control framework.

It was noted that the Annual Governance Statement was one of the ways in which assurance was provided to residents and other stakeholders (including Partners) that the decision making processes of the Council had integrity. The processes was supported by the provision of assurance information to all Service Directors details of which were outlined. Those Service Directors would then be asked to confirm receipt of this information, confirm the assurance information and agree to implement any identified recommendations with the published timescales. The Action Plan captured all the issues raised through

the review process and formed the basis for the Audit Committee Monitoring throughout the remainder of the year.

The final Statement would be prepared for consideration by this Committee in September prior to submission to Council on the 24th September, 2015.

In the ensuing discussion, and in response to detailed questioning, the following matters were highlighted:

- The work of Mr A Hunt (Risk and Governance Manager) and his team was acknowledged
- There were no significant issues of concern to highlight, however, arising out of the discussion, reference was made to the merger of the former Children, Young People and Families and Adult Services Directorates and to the arrangements in place to ensure that statutory roles and responsibilities were appropriately discharged
- The arrangements in place for the training of newly Elected Members and Officers was noted and arising out of this, reference was made to the need to provide appropriate training to Independent Members on this Committee. The Director of Legal and Governance commented that whilst further development work was required, this matter was, nevertheless, in hand
- The lessons learned from the Casey report were being adopted in the preparation of documentation to ensure that roles and responsibilities of all involved in the provision of services were addressed and particularly as this related to safeguarding. Arising out of this discussion, reference was made to the multi agency approach to safeguarding and within this context reference was also made to the creation by the Police to multi agency safety hubs within each district. It was noted that the Barnsley hub was due to 'go live' in September. An update of these arrangements could be provided for a future meeting.

RESOLVED that the Draft Annual Governance Statement 2015/16 be noted.

20. Internal Audit Quarterly Report 2015/16 – Quarter Ended 30th June, 2015

The Head of Internal Audit submitted a report presenting a comprehensive overview of the key activities and findings of Internal Audit based upon the Division's work to the end of June 2015 being the first quarter of the 2015/16 audit year.

The report covered:

- The issues arising from the completed Internal Audit work in the quarter incorporating, where appropriate, management's response to the recommendations made
- Matters that had required investigation

- An opinion on the ongoing overall assurance Internal Audit were able to provide based on the work undertaken regarding the adequacy and effectiveness of the Authority's internal control environment.
- Progress on the delivery of the Internal Audit Plan for the period to the end of the first quarter of 2015/16
- Details of Internal Audit's performance for the quarter utilising performance indicators

Reports issued and internal audit work completed during the quarter had raised two fundamental recommendations both of which were in relation to the absence of up to date business continuity plans following the restructure of the Council and specifically within the IT Service.

Internal control assurance opinion overall remained adequate based upon the results of the work undertaken, however, three reviews had produced limited assurance opinions in relation to Corporate Business Continuity Planning, IT Security Controls and the Accounts Receivable systems.

Of the 14 recommendations followed up 50% had been implemented by the target date and 36% by the revised target date. Two recommendations remained not implemented and had been given a revised implementation date.

A number of matters requiring investigation were still in progress and any control issues identified by Internal Audit had been highlighted for management attention.

In relation to the Audit Plan, more days than the profile had been delivered within the first quarter and more days had been allocated to the Council than to external clients. It was anticipated, however, that this would balance out during the year.

Overall, Divisional performance remained satisfactory with only the chargeable time performance indicator being slightly less than target. This was due to annual, statutory and special leave and training days and time necessary to populate the audit management system as part of the annual planning process.

In the ensuing discussion, and in response to detailed questioning, the following matters were highlighted:

- Action in relation to three issues within Finance, Assets and Information Services had been taken
- An explanation was provided of the 'other work' undertaken by Internal Audit as detailed within Appendix 1 to the report. This gave a flavour of the breadth of the type of work with which the service was involved
- There was a discussion of the investigation and fraud prevention work undertaken and particularly in relation to Council Tax. Within this context reference was made to the changing areas of responsibility and the transfer of fraud investigation for housing benefit to the Department of Work and Pension and their Single Fraud Investigation Service

- Arising out of the above, reference was made to the changes in staffing and to the ways in which this was being addressed. In response to questioning, the Head of Internal Audit commented that he was, nevertheless, confident that the work plan would be delivered
- Reference was made to the appointment of agency workers across the Authority and that there was not always compliance with the Council's guidance regarding the employment of such workers. This matter was being addressed but was not thought to be a major issue. The Head of Internal Audit stated that all agency workers were put through the necessary recruitment processes

RESOLVED

- (i) that the issues arising from the completed Internal audit work for the first quarter along with the responses received from management be noted;
- (ii) that the assurance opinion on the adequacy and effectiveness of the Authority's Internal Control Framework based on the work of Internal Audit in the period to the end of June, 2015 of the 2015/16 audit year be noted;
- (iii) that the progress against the Internal Audit Plan for 2015/16 for the period to the end of June 2015 be noted;
- (iv) that the performance of the Internal Audit Division for the first quarter be noted.

21. Terms of Reference and future arrangements for the Audit Committee

Further to Minute 8 of the previous meeting held on the 10th June, 2015, the Director of Finance, Assets and Information Services submitted a report seeking agreement to a framework for the review of the Terms of Reference and existing governance arrangements for the Committee in the light of Future Council.

A copy of the existing Terms of Reference was appended to the report.

In order to achieve what the Committee required in the future, consideration would have to be given to

- the number and length of formal meetings required to deal with the core business
- the development of a potential workshop/task and finish approach to consider key governance aspects in more detail
- potential options for co-opting further members on specific topics as required
- greater involvement of officers outside the regular support

A suggested draft agenda for the workshop meeting, which it was proposed be held instead of the scheduled November meeting, was attached.

Arising out of the discussion the Chair referred to the new arrangements for the despatch of Committee agenda which would be introduced from the next meeting.

RESOLVED

- (i) that the scheduled meeting on the 4th November, 2015 be used as a workshop to consider the range of issues outlined in the report and that this meeting commence at 2.00 pm
- (ii) that the draft agenda be approved and circulated in advance of the workshop; and
- (iii) that the Director of Finance, Assets and Information Services give further consideration to how Independent Members may gain access to papers for meetings via electronic means.

22. External Audit Reports

(a) Progress Report and Technical Update

Mr Cornett, representing the Council's External Auditor (KMPG) submitted the Progress report and Technical update.

The report:

- Provided an overview of the progress made by the External Auditor in delivering their responsibilities to the Council. At each stage of the audit the Auditor issued certain deliverables including reports and opinions and a summary of progress made against these deliverables was appended to the report
- Gave details of the KPMG resources in relation to
 - The Governance Arrangements work over the Better Care Fund
 - The Better Care Fund Support Programme
 - The Audit Committee Institute – Local Government Seminar Services for Winter 2015
- Highlighted the main technical issues which were currently having an impact on local government and which were being addressed
- An Appendix to the report provided details of the Audit deliverables for 2014/15

The progress report indicated that risk based audit planning for the 2014/15 audit of the financial statements and Value for Money conclusion had been completed. In addition the Audit Plan had been agreed with management.

In relation to the Financial Statements, the interim audit on site had taken place in February 2014 and an Interim Report issued which was to be discussed as the next agenda item. The audit of the draft financial statements had started and would continue throughout July and August and the opinion on the financial statements would be issued by 30th September, 2015.

Work on the Value for Money conclusion had commenced as part of the interim audit and would conclude during the final accounts visit in July/August. The VFM Conclusion would also be issued by 30th September, 2015

The Housing Benefit and Council Tax Benefit Claim was the only grant remaining under the Audit Commission regime. Work on this had started in June and a report would be submitted before the deadline of 30th November, 2015

In relation to other work, work was being undertaken on restructuring of subsidiary groups and the Bull TCL contract termination which would require an additional fee of £16,250.

The Technical Update outlined various issues that were currently having an impact on Local Government and these were 'colour coded' to indicate their potential impact. Particular reference was made to Local Authority Accounting Panel Bulletin 101 in relation to accounting for non-current assets used by the local authority maintained schools. Mr Cornett commented that any issues identified would be picked up through the normal audit process and a further report provided if required.

RESOLVED that the External Audit Progress Statement, Resources Report and Technical Update be received and noted.

(b) Interim Audit Report 2014/15

Mr J Cornett, representing the Council's External Auditor (KPMG) submitted a report summarising the key findings in relation to the 2014/15 financial statements and the work to support the 2014/15 Value for Money Conclusion up to April 2015. He commented that there were no specific issues to highlight and no concerns to raise.

RESOLVED that the Interim Audit Report 2014/15 be noted.

23. Audit Committee Work Plan 2015/16

The Committee received a report providing the indicative work plan for the Committee for its proposed scheduled meetings for the remainder of the 2015/16 Municipal Year.

The Chair reminded Members that the next meeting was to be held on Friday, 18th September, 2015 at 2.00 pm.

RESOLVED that the core work plan for 2015/16 meetings of the Audit Committee be approved and reviewed on a regular basis.

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Chairman

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Item 17

NOTES OF GENERAL LICENSING REGULATORY BOARD PANELS

23rd June, 2015

1. **Present:** Councillor Worton (Chair), S. Green and Richardson and together with Councillor Hampson (Reserve Member).

Members of the Public and Press were excluded from all meetings.

2. **Declarations of Pecuniary and Non-Pecuniary Interest**

There were no declarations of pecuniary or non-pecuniary interest.

3. **Driver Licences**

The Panel considered reports requesting Members to consider the following:

a) Appeal against the revocation of the Hackney Carriage and Private Hire Driver's Licence – Mr M I B.

The driver was in attendance and was supported by Mr B snr and Mr C P (solicitor) who gave evidence in support of his case. Mr M I B also submitted character references which he asked the Panel to consider in determining his licence.

After considering all the evidence presented together with the representations made the Panel determined that in view of the serious nature of the case, there was not sufficient justification to warrant a deviation from the Council's Guideline Policy for Criminal Convictions and that revocation of the hackney carriage and private hire driver's licence of Mr M I B be upheld.

The decision of the Panel was unanimous.

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**NOTES OF MEETINGS OF THE STATUTORY LICENSING
REGULATORY BOARD SUB COMMITTEE**

2nd July, 2015

1 **Present:** Councillors C Wraith MBE (Chairman), Johnson and Wilson.

2. **Declarations of Pecuniary and Non-Pecuniary Interest**

There were no declarations of pecuniary or non-pecuniary interest from Members in respect of items on the agenda.

3. **Application to vary a Temporary Events Notice – woods off Engine Lane, Shafton, Barnsley**

The Panel considered an application for a Temporary Event notice for a dance event to be held on Saturday 4th July, 2015 in woods of Engine Lane, Shafton, Barnsley.

The South Yorkshire Police had opposed the grant of the Licence on the grounds of Crime and Disorder and the Pollution Control Section of Regulatory Services had also raised concerns in relation to Public Nuisance and had also requested the submission of a further Noise Management Plan.

Immediately prior to the hearing the applicant had submitted documentation satisfactorily addressing all the concerns and, therefore, these were withdrawn by both the Police and Pollution Control.

The applications was, therefore, granted in accordance with delegated powers.

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Chairman

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Item 19

APPEALS, AWARDS AND STANDARDS REGULATORY BOARD

(a) School Admission Appeals Panel – 19th June, 2015

Birkwood Primary School	1 Allowed 2 Refused 1 Withdrawn
Springvale Primary School	2 Refused
Brierley C of E Primary School	9 Refused 1 Withdrawn
Summer Lane Primary School	2 Allowed 1 Refused

(b) School Admission Appeals Panel – 22nd June, 2015

Holy Trinity School	3 Allowed 16 Refused 2 Withdrawn
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(c) School Admission Appeals Panel – 23rd June, 2015

Greenfield Primary School	1 Refused
Cherrydale Primary School	5 Refused 1 Withdrawn
Mapplewell Primary School	3 Refused 2 Withdrawn
Wilthorpe Primary School	2 Refused 1 Withdrawn
Worsbrough Bank End Primary School	4 Refused 1 Withdrawn
Burton Road Primary School	6 Refused 1 Withdrawn

(d) School Admission Appeals Panel – 24th June, 2015

Athersley North Primary School	12 Refused 1 Withdrawn
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(e) School Admission Appeals Panel – 25th June, 2015

The Ellis CE Primary School	4 Refused 1 Withdrawn
Holy Rood Primary School	1 Refused
St Helen's Catholic Primary School	1 Allowed 1 Refused

(f)	School Admission Appeals Panel – 26th June, 2015	
	Shawlands Primary School	1 Allowed 3 Refused
	Darton Primary School	5 Refused
	Gawber Primary School	5 Refused 1 Withdrawn
(g)	School Admission Appeals Panel – 30th June, 2015	
	Oakhill Primary School	1 Refused 1 Withdrawn
	Ladywood Primary School	1 Refused
	High View Primary School	1 Allowed 1 Refused
	Shawlands Primary School	2 Withdrawn
	Kexborough Primary School	4 Refused
	Brierley C of E Primary School	1 Refused
	Worsbrough Bank End Primary School	1 Refused
(h)	School Admission Appeals Panel – 1st July, 2015	
	Carlton Primary School	1 Allowed 4 Refused 1 Withdrawn
	Barugh Green Primary School	5 Refused
(i)	School Admission Appeals Panel – 2nd July, 2015	
	Cawthorne C of E Primary School	1 Refused
	Mapplewell Primary School	1 Refused
	Parkside Primary School	1 Withdrawn
(j)	School Admission Appeals Panel – 6th July, 2015	
	Burton Road Primary School	1 Refused 1 Deferred
	Shafton Primary School	1 Allowed
	Hoyland Common Primary School	1 Refused
	Horizon College	2 Allowed 2 Refused 1 Withdrawn
(k)	School Admission Appeals Panel – 7th July, 2015	
	Wombwell Park Street Primary School	3 Refused
	Athersley South Primary School	1 Allowed

	Kexborough Primary School	1 Refused
	Greenfield Primary School	1 Refused
(l)	School Admission Appeals Panel – 8th July, 2015	
	Doncaster Road Primary School	1 Withdrawn
	Ward Green Primary School	2 Refused
	Penistone Grammar School	3 Refused
(m)	School Admission Appeals Panel – 9th July, 2015	
	Darton College	1 Allowed 3 Refused 1 Withdrawn
	Carrfield Primary School	2 Allowed
	Littleworth Grange Primary School	3 Refused
	Joseph Locke Primary School	1 Refused 1 Withdrawn
(n)	School Admission Appeals Panel – 15th July, 2015	
	Burton Road Primary School	1 Refused
	Horizon College	1 Refused
	Heather Garth Primary School	2 Withdrawn
	Lacewood Primary School	2 Withdrawn
(o)	School Admission Appeals – Withdrawn Appeals	
	Forest Academy	1 Withdrawn
	Hunningley Primary School	1 Withdrawn
	Upperwood Primary School	3 Withdrawn
	Kings Oak Primary School	1 Withdrawn
	Netherwood School	1 Withdrawn
	West Meadows Primary School	1 Withdrawn

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Item 20

HEALTH AND WELLBEING BOARD

Minutes of the Meeting held on 9th June, 2015

1. **Present:-**

Councillor Sir Stephen Houghton CBE (Chairman) – Leader
Councillor Margaret Bruff – People (Safeguarding) Spokesperson
Councillor Jenny Platts – Communities Spokesperson
Rachel Dickinson – Executive Director, People
Julia Burrows – Director of Public Health
Nick Balac – Chair NHS Barnsley Clinical Commissioning Group
Adrian England – Barnsley Healthwatch
Sean Raynor – South West Yorkshire Partnership NHS Foundation Trust
Richard Jenkins – Barnsley Hospital NHS Foundation Trust
Emma Wilson – NHS England Area Team

2. **Declarations of Pecuniary and Non-Pecuniary Interests**

There were no declarations of pecuniary or non-pecuniary interests.

3. **Minutes of the Board Meeting held on 14th April, 2015**

The meeting considered the minutes of the previous meeting, held on 14th April, 2015.

Arising from Minute 52, the meeting noted the intention to submit minutes of the Barnsley CCG Clinical Senate to the Board for information.

RESOLVED that the minutes be approved as a true and correct record.

4. **Minutes from the Children and Young People's Trust Executive Group held on 27th March and 11th May, 2015**

The meeting considered the minutes from the Children and Young People's Trust Executive Group, held on 27th March and 11th May, 2015.

Arising from Minute 4 of the meeting on 11th May, the meeting noted proposals for the commissioning of the 0-19 Healthy Child Programme and that partners were encouraged to engage with the consultation process.

RESOLVED that the minutes be received.

5. **Minutes from the Community Safety Partnership held on 12th February, 2015**

The meeting considered the minutes from the Community Safety Partnership held on 12th February, 2015.

RESOLVED that the minutes be received.

6. Minutes from the Provider Forum held on 9th March, 2015

The meeting considered the minutes from the Provider Forum meeting, held on 9th March, 2015.

RESOLVED that the minutes be received.

7. Healthwatch Report

This item was withdrawn.

8. Better Care Fund Implementation – Monitoring and Reporting

Members received information on the guidance for quarterly performance reporting on the Better Care Fund, together with information reported for quarter 4 of 2014/15. The meeting noted that work on the Better Care Fund was progressing in line with required targets and deadlines, although the formal Section 75 agreement had yet to be signed by the Council and the CCG. It was hoped that this would be completed by the end of June 2015, with the issue of financial risk share between the partner agencies the main matter for resolution.

RESOLVED that the position on the Better Care Fund be noted.

9. Integrated Personal Commissioning Progress Report

Members received a progress report on the progress on the Integrated Personal Commissioning project, noting that all activities were progressing in line with targets and deadlines. The plan for the project had been received by NHS England and Barnsley CCG was one of a small number of agencies represented at a meeting today with Simon Stephens, Chief Executive of NHS England, about the project.

The meeting noted the scope to undertake pioneering work, particularly in relation to system redesign, within the scope of the programme. It was hoped that the initial focus on diabetes and COPD would provide a template for redesigning the care pathways for other conditions.

RESOLVED that the report be received.

10. Children and Adolescents Mental Health Service (CAMHS)

Members received a report on the opportunity provided by the Improvement and Transformation project under the auspices of the CAMHS Transformation Taskforce to improve services in the Borough for children and young people with mental health problems. NHS England expected that Health and Wellbeing Boards would ensure the development of a joined up transformation plan that sat within the overall Health and Wellbeing Strategy. The meeting noted the arrangements to make progress on this, with the submission of transformation plans by the end of September 2015. The meeting noted recent consideration of this issue at the Council's Overview and Scrutiny Committee, where the Council and its partners, in particular the CCG and SWYPFT, were challenged on the provision of CAMHS in Barnsley.

RESOLVED that the presentation be received.

11. Joint Health and Social Care Self-Assessment for Learning Disability

Members received a report on the outcome of the Joint Health and Social Care Learning Disability Self-Assessment undertaken in September 2014, highlighting particular improvement against the same assessment undertaken in 2013. The report identified arrangements in place to develop an action plan for those areas still in need of improvement, which would be taken forward by the Learning Disability Health Sub-Group. As part of the arrangements established by NHS England, there would also be a requirement to submit a quarterly update on progress against local and regional action plans for learning disability.

RESOLVED that the report be noted.

12. Early Start and Families – Family Centre Programme

Members received a report on proposals to reshape children's centres into a network of family centres and outlining the current statutory public consultation being undertaken on these proposals. The meeting noted that the proposals would result in an extended offer to age 18 in terms of the provision of information, but with a more targeted approach in respect of those families that needed particular interventions to achieve good outcomes. The proposals would also result in the withdrawal of day care provision, except in areas where there were no alternative providers.

The meeting noted the particular interests of the Barnsley Hospital Trust in relation to these proposals and that relevant colleagues in the Trust would be encouraged to engage with the consultation exercise.

RESOLVED that the report be noted.

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Chairman

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Item 21

BARNSELY METROPOLITAN BOROUGH COUNCIL

OVERVIEW & SCRUTINY COMMITTEE

9th JUNE 2015

1. **Present:** Councillors Ennis (Chair), P. Birkinshaw, G. Carr, Clarke, Clements, Davies, Frost, Hand–Davis, Hayward, Johnson, Makinson, Pourali, Sheard, Spence, Tattersall, Unsworth, Wilson, Worton, together with co-opted members P Gould, J Whitaker and J Winter.

Apologies for absence were received from Ms K Morrith in accordance with Regulation 7 (6) of the Parent Governor Representatives (England) Regulations 2001.

2. **Declarations of pecuniary and non pecuniary interest**

Due to the discussion during the meeting, Cllr Jeff Ennis (Chair) declared an interest due to being a Berneslai Homes Board Member.

3. **Previous minutes**

Minutes of the meeting held on 7th April 2015 were approved as a true and accurate record.

4. **Corporate Plan Performance Report – Quarter 4: 2014 /15 Sickness Absence**

The Chair welcomed the witnesses to the meeting, which included:

- Julia Bell, Director of Human Resources, Performance and Communications
- Councillor Robin Franklin, Cabinet Support Member for Corporate Services

J. Bell gave an introduction to the Quarter 4: 2014/15 Sickness Absence Report explaining that total sickness had fallen to 10.4 days, but this was still short of the target of 9 days.

The two most common conditions identified were Mental Health and Musculoskeletal problems, although both of these are common to public and private sector employees.

There are still areas for development within the Council in relation to the management of sickness absence, as some managers are reluctant to take action in relation to sickness. All sickness absence is acknowledged as being genuine, but the level of some is unacceptable.

Consideration has been given to an Occupational Health Nurse being the first point of contact when reporting sickness instead of an employee's line manager which is the current procedure.

There is a robust system in place for the reporting of sickness and there has also been an improvement in the method of recording absences. Additional help is available from the 'BOLD' online training, as well as the 'Well@Work' section on the Council's website.

Members proceeded to ask the following questions:

- (i) With reference to the data provided in the report (Copy B, item 1.5), please could Members be provided with the number of employees within each directorate as this would provide a better indication of the number of absences?

It was explained to members that this information is now available and can be forwarded to Members after the meeting.

- (ii) The Council is acknowledged as being a good employer that recognises Trade Unions; however, there is no representative from them at today's meeting; have they been involved with the current proposals for managing attendance?

Members were advised a new Managing Attendance policy had been approved at Cabinet last week which included the trigger for monitoring sickness absence reducing from 8 to 6 working days within a rolling 12 month period. Consultations took place with the relevant trade unions and they have expressed concern in respect of the tightening of the triggers. However this change in policy allows managers to have conversations and provide support at an earlier stage to employees.

- (iii) In Copy C, item 3.4, the report appears to be negative with regards to managers allowing employees to stay in work even though medical evidence would support a dismissal on grounds of ill health, however if this occurs, employees are often unable to access their pension?

The group were advised that if an employee is unfit to carry out their role, the Council tries to find them a redeployment opportunity rather than dismiss them on the grounds of ill-health. However, due to the reduction in the number of roles this has become increasingly unlikely and leaving under these circumstances does not guarantee access to their workplace pension. Within the last ten years there have been significant changes in respect of eligibility as the criteria has got tighter. If awarded, the Pensions Authority would determine which of the three tiers of payment is awarded; the highest level would be awarded in the most severe cases where someone is chronically ill. Following the decision on the level of payment, should the employee disagree with this, they then have the right to appeal which the Council helps to support them with when requested.

- (iv) What is the success rate of such pension appeals?

The service advised that they did not have this information to hand but could forward it to Members after the meeting.

- (v) When enquiring about any incidences of bullying 3 years ago, it was reported that there was none. What has to be done to report it, how many incidences of bullying have been recorded and how many gagging orders have there been?

The committee was advised that the information given advised that there was no evidence of widespread bullying and harassment, not no instances. In the 2011 and 2013 employee surveys the same question regarding bullying and harassment was asked which showed a slight increase, however responses also indicated that employees felt more comfortable to report it. The survey will also be held again in September 2015.

The Equality Scheme is going to Cabinet in June which checks that the voices of minority groups are being heard. The Council has a long established Whistleblowing Policy, which is a highly confidential service that is managed by two designated senior managers where employees can report any concerns. Every allegation that is made is fully investigated and if necessary, independent agencies will be consulted. There is no automatic access to the number of reports made as this information is highly confidential, but this can be referred to Andrew Frosdick, Director, Legal & Governance or Rob Winter, Head of Internal Audit if you require any further information.

Members were advised that 'Gagging Orders' is a term that the press have associated more with the NHS and they do not operate in the Council, employees are openly encouraged to report any allegations of bullying. J. Bell advised that she meets with the Trade Unions on a weekly basis and any issues reported are dealt with. It was explained the Council is very transparent and open with regular communication received from the Chief Executive. Both 'Straight Talk' and 'Terris Talk' newsletters actively encourage contact from employees.

Therefore we have both formal and informal provision to enable employees to report problems.

(vi) Are there incidents of 'Mutual Settlement Agreements'?

The group was advised that Settlement Agreements feature under employment law and are recommended for use by the Department for Business, Innovation and Skills. These are mutual agreements signed by both the employer and the employee where they agree to part company and it is subject to confidentiality. These are only considered in exceptional circumstances and can be for a range of reasons.. In these cases a financial judgement has to be made and the most cost effective resolution has to be adopted. A limited number of settlement agreements are made per year, J. Bell is involved in those involving staff employed by the Council. Schools also use settlement agreements but they are recommended for approval by the Head teacher, and if accepted are then ratified by the Council.

(vii) How does the Council compare with other local authorities and to the private sector with regards to sickness absence; also is the target of a maximum 9 days' absence realistic?

Comparisons with the private sector are difficult as this would involve examining their 'Terms and Conditions' as often their policies on sickness absence in relation to pay is likely to differ. Some organisations do not pay for sickness absence, therefore their levels are lower, however the service advised this is not something we would want to do as an organisation.

The committee was advised although the current figure is 10.4 days; reducing this to the target of 9 days is achievable and then hopefully this figure should continue to reduce.

(viii) What are the causes of the Mental Health problems, how successful are the return to work interviews and have the policies been equality impact assessed?

It was explained there are two main causes; firstly, it can be work place related, such as adapting to change, and secondly due to domestic circumstances in an employee's personal life which can manifest at work.

The success of the return to work interviews can vary, with some managers being better than others at conducting them. Such interviews will now only be conducted after a minimum of three days' continuous absence rather than every absence, which means we can make sure managers are robustly following this process.

All of our policies are equality impact assessed and the sickness policies sit side by side with our disability policies, for example if you're off work due to a disability this does not show in our statistics.

(ix) Do we have mental health support in-house for employees?

The service advised that we used to employ a general counsellor however this was expensive, particularly when employees had lots of different issues which couldn't be dealt with under this umbrella approach. Therefore we now buy in targeted support which is better than a one size fits all model.

(x) How does the Council compare to Berneslai Homes in relation to sickness absence?

It was explained to the members this information can be provided; Berneslai Homes operate the same sickness policies as the Council and similarly provide an extensive range of flexible working patterns. It was noted that the Council provides generous leave, there is a

disability leave policy, options for phased returns to work and work place counselling is offered.

- (xi) Is there a potential for the absence figures to be artificially higher as an employee might return to work when they have not fully recovered, resulting in further absence to complete their recovery?

The group were advised this should not happen as there is only one trigger which is about prompting managers to have a conversation with the employee concerned. By talking with employees we can try to discuss when they will return to work and try to resolve any reoccurring issues.

- (xii) How realistic is achieving the target of 9 days sickness absence and would offering incentives to employees help?

Members were advised there should be no reason as to why this cannot be attained and everything will be done to achieve it. It was explained that employees are well paid, also the Council is a good employer with the terms and conditions that are given including generous annual leave.

An Employee Excellence scheme is to be introduced, which will recognise employees who have shown additional commitment and dedication; their nomination will be made by their peers, and the recipients will be recommended for the 'Pride of Barnsley' award. It was noted that 1632 employees did not have any sickness absence during the last reporting period.

- (xiii) Would it be beneficial for an employee to contact an Occupational Health Nurse, instead of their manager when notifying of their sickness?

It was explained to Members that there is currently a shortage of Occupational Health Nurses therefore they are difficult to recruit. If there was to be a nurse-led service there would need to be clear procedures as to how this would work, however as sickness is dealt with by managers and not HR, we would need to ensure management buy-in. It is recognised that a nurse would be more likely to ask more probing questions when the initial telephone call is made which may help in resolving issues.

- (xiv) Do we undertake investigations with regards to Industrial Injuries?

There have been no incidences of industrial injury recorded in this quarter. There has been a reduction in such injuries due to the improvement in Health and Safety policies and training within the workplace. 98% of employees who completed the most recent Employee Survey confirmed they know their health and safety responsibilities. We still occasionally have industrial injuries and these are recorded in an accident book.

- (xv) Absence in relation to mental health is high, if people are stressed is there someone people can go to at work?

There is provision for staff to self-refer to a Counsellor at BMBC. This service helps to prevent employees going off sick and this is also accessible to Members when required.

- (xvi) How comfortable are managers in contacting their staff when they are absent from work, and what is classed as being long term sickness?

Members were advised some managers can be uncomfortable with contacting their staff as they do not want to then be accused of bullying. This can cause a dilemma as if no contact is made, then the employee can feel as though they are being ignored, therefore a balance has to be struck.

The service confirmed that long term sickness is classed as four weeks continuous absence, this is not accumulative.

- (xvii) What support is available for employees who are absent due to sickness, and would it be beneficial for there to be more 'face to face' contact?

Information is available on the 'Wellbeing' section of the Council's website, where there is also the opportunity to post comments. Online 'BOLD' courses are also available for completion which can provide further support and assistance.

In certain situations employees can be temporarily redeployed and then return to their permanent post when they are able to. Provision is made for disabled employees such as information being made available in extra large print, or equipment is provided at work for employees with physical disabilities.

Employees are also encouraged to put forward their ideas with regards to how improvements could be made via a variety of forums.

- (xviii) With reference to the data in the report detailing the actual sickness absences for quarters 1 to 4 for 2014/15, why was there a considerable increase within the Public Health Directorate in quarter 3?

The committee was advised this is a small team and there had been a few employees who had been off on long term sickness, however this will change and improve on the next quarter report.

The Chair thanked the witnesses for their contribution to the meeting.

5. Corporate Plan 2015-18

A presentation of the Corporate Plan 2015-18 was given by Michael Potter, Service Director, Organisation and Workforce Improvement. The presentation outlined the challenges and opportunities faced by the Council, its achievements, its vision and values and priorities.

Members proceeded to ask the following questions:

- (i) How can we ensure vulnerable adults in nursing homes are being looked after?

It was explained to members that Corporately, Outcome 8 is about ensuring both adults and children are safe from harm. Kath Harris would be the contact to provide information regarding specific queries in relation to adult nursing homes.

- (ii) Is there funding available for Apprentices?

It was explained to the group the Council funds 35 places for apprenticeships and individual service areas are encouraged to consider recruiting apprentices. The target for the number of apprentices employed within the Council is 2.5%; however, services have been reluctant to take on apprentices during the recent changes within the Council. Training for Apprentices is funded however the Council has to pay £100 for them per week towards their wage.

- (iii) Have there been experiences of any problems with the volunteering policy; the figures in the Corporate Plan 2015-18 detail only 138 days as being volunteered. Also to volunteer as part of 'Friends of Cannon Hall' requires completion of a 4 page form which we have been unable to change?

The committee were advised there are no issues with the policy, employees are actively encouraged to participate and a variety of activities are made available. In terms of volunteering, certain administrative procedures need to be completed, however we are trying to reduce these and we will check regarding the forms for Cannon Hall.

- (iv) The focus on economic regeneration within the plan is welcome, including large numbers of jobs created; however is there any intention to look at the quality of jobs being created in the Borough?

It was advised that any specific questions regarding this would need to be referred to Mark Lynam, Head of Economic Development. He has attended a previous Scrutiny Committee meeting; therefore this is something the committee could consider re-visiting in the future.

- (v) Have the Council's new visions and values been accepted by employees?

It was explained to Members that the vision and values were conceived by employees following consultation at every level. Future Council commenced on 1st April 2015, unfortunately, due to logistical reasons, some of the new displays were positioned on the 31 March 2015 which coincided with the leaving date of some employees.

- (vi) Is there an action plan regarding how the outcomes in the plan are going to be achieved?

The committee was advised that there is a document which details 120 performance indicators which detail how outcomes are going to be worked towards over the next 3 years which can be provided to the committee.

6. Overview and Scrutiny Work Programme for 2015/16

The potential Work Programmes for the Overview and Scrutiny Committee, Safeguarding Scrutiny Committee and 3 Task and Finish Groups were outlined.

Members were invited to make suggestions regarding the key topics they felt should be covered in the work programme during the meeting as well as to email either Anna Morley (Scrutiny Officer) or Councillor Jeff Ennis (Chair) after the meeting. Members were advised that once the work programmes were drafted they would be invited to sign up to one of the 3 Task and Finish Groups.

The Chair thanked all attendees for their contribution and declared the meeting closed.

Action Points

- 1) HR to provide information to Members on the breakdown of numbers of people in Directorates as per the data in Copy B, item 1.5.
- 2) HR to provide information on the success rate of the appeals made in respect of pensions.
- 3) HR to provide the sickness data comparison with Berneslai Homes.
- 4) HR to check requirements for volunteering form for 'Friends of Cannon Hall' are all necessary.
- 5) Michael Potter to provide the committee with the list of Performance Indicators which sit behind the Corporate Plan.
- 6) Members to contact either Anna Morley (annamorley@barnsley.gov.uk) or Councillor Jeff Ennis (cllrjeffennis@barnsley.gov.uk) regarding suggested topics for the Scrutiny Work Programmes.

Item 22

BARNSELY METROPOLITAN BOROUGH COUNCIL
SAFEGUARDING SCRUTINY COMMITTEE
14th JULY 2015

1. **Present:** Councillor J Worton (Chair), Carr, Davies, Duerden, Frost, Hampson, Pourali, Saunders, Wraith.

Apologies for absence were received from K. Morrith, Parent Governor Representative in accordance with Regulation 7 (6) of the Parent Governor Representatives (England) Regulations 2001.

2. **Declarations of pecuniary and non pecuniary interest**

During the meeting it was noted that Cllr Wraith is the Chair of the licensing panel.

3. **Previous minutes**

Members requested an update whether any other local authorities are currently using the Forge for accommodation.

Minutes of the meeting held on 5th May 2015 were approved as a true and accurate record.

4. **Barnsley Safeguarding Children Board (BSCB) Annual Report**

The Chair welcomed the witness to the meeting, which included:

- Bob Dyson, Independent Chair, BSCB
- Rachel Dickinson, Executive Director, People Directorate, BMBC
- Mel John – Ross, Service Director, Children’s Social Care and Safeguarding, BMBC
- Sarah Sinclair, BSCB Manager, BMBC
- Deborah Mahmood, Deputy Chief Superintendent, Barnsley District, South Yorkshire Police (SYP)
- Brigid Reid, Chief Nurse, Barnsley Clinical Commissioning Group (CCG)
- Sharon Cooke, Head of Children and Family Social Care, BMBC
- Councillor Margaret Bruff, Cabinet Spokesperson – People (Safeguarding)

Sue Fiennes, Independent Chair of both the Safeguarding Children Board and the Adult Safeguarding Board in Sheffield attended the meeting in an advisory capacity to the Scrutiny panel.

B. Dyson gave an introduction in respect of the work being done by BSCB and highlighted the improvements that have been made following Ofsted’s (Office for Standards in Education, Children’s Services and Skills) inspection in 2014 to ‘review the effectiveness of the local safeguarding children board’.

Nationally there has been an increase in concern regarding Child Sexual Exploitation (CSE). BSCB have completed an action plan and have been through both the Jay and Casey reports noting actions required in Barnsley to provide reassurance.

It was highlighted a number of resources have been directed to tackle CSE for example additional officer support from SYP, a specialist Social Worker has been employed as well as the move to establish a Multi-Agency Safeguarding Hub (MASH).

It was also noted that the profile for CSE in Barnsley is different to that which occurred in Rotherham.

During the last year, 3 Serious Case Reviews have been commissioned by BSCB to identify where lessons can be learned. It was also noted that the BSCB sub-committees are working well and are chaired by some of our partner agencies.

Members proceeded to ask the following questions:

- i) How do you ensure that the voice of our children and young people is heard by BSBC and influences its work?

The group were advised that meetings are held in schools and at the end of these, discussions are then held with the children where they can raise any concerns they may have, such as whether they feel safe in their environment. There are known places where children feel vulnerable; these include the interchange within the town centre and also Mandella Gardens. Internet safety is continually promoted; there is a Task and Finish Group (TFG) chaired by the Principle of Barnsley College that is currently looking into this. An additional TFG are currently looking at the issue of bullying.

Meetings are also held with the Children in Care (CiC) Council and they are given the opportunity to ask any questions relating to services to senior officers from BMBC.

Members highlighted that on p9 of the BSCB Annual Report, a date needs amending regarding the Child Sexual Exploitation and Missing Panel (CSEM).

- ii) Are there any concerns regarding taxis and licensing?

Members were advised that work in relation to taxis and licensing in Barnsley had been reviewed; however we have not had the same issues in Barnsley as in Rotherham. It was highlighted that taxi drivers from Rotherham have applied for licences within the Barnsley area.

The Council is working with colleagues in the region to ensure that intelligence and good practice is shared. As a result of this, improvements have been made to our internal processes. A representative from licensing attends the CSE strategic group and we ensure there is cross-agency liaison.

There is a Corporate Programme with the Senior Management Team at the Council that is studying the implications of the report written by Louise Casey following the inspection of Rotherham MBC. There is liaison between partner agencies, other local authorities and hotels within the Borough. Schools have undertaken specific training with regards to CSE; also, procedures have been revised for children who are reported missing in light of revised guidance from the Department for Education (DfE).

- iii) What is the profile of CSE in Barnsley and what is being done to try and reduce any incidents occurring?

It was explained to Members that the perpetrators in Barnsley tend to be males aged 17-25 and the victims are young girls who are in their early teens. This would be classed by the NSPCC in their lowest level category 1 out of 4 and would be termed as there being 'inappropriate relationships'.

There are measures in place to help young girls which includes helping them to remain within the education system and to raise their self-esteem. This also helps with the reduction of unauthorised absences from school and teenage pregnancies. Within Barnsley District Police there are 3 newly appointed 'Young Person's Officers' who will regularly attend all schools, apart from Horizon Community College who have their own support workers.

- iv) Is there any evidence to support the idea of young girls being more vulnerable to being a victim of CSE if there is the absence of a father figure within the family home?

The group were advised that if there is a parental breakdown, young people are encouraged to maintain regular contact with both parents, as long as this is safe to do.

It is widely recognised that young girls who have been brought up within a strong family unit are more resilient and therefore less likely to accept any inappropriate attention from older males.

The service acknowledged that the role of key males within young people's lives is an area they could explore within BSCB audits.

- v) Page 7 of the BCSB Annual Report 2014-15, identifies a higher than national average of teenage conception rates; is it the more vulnerable young girls who are becoming pregnant and what is being done regarding this?

Members were advised there are significant issues with teenage pregnancies within certain areas of the Borough.

BSCB takes a strong interest in teenage pregnancy rates but this action sits within the Children's Trust Executive Group (TEG). There needs to be a change in the cultural attitude to teenage pregnancy across the Borough. It was highlighted that the greatest mitigation to teenage pregnancy is attendance and progress at school; therefore we need to work with our secondary schools to continue to improve this and identify those at risk.

- vi) The potential closure of Children's Centres in the Borough will affect our Early Help Offer, what will be done to mitigate this?

The group were advised that due to the unprecedented reduction in budget the Council was unable to maintain current services; therefore as a result of the consultation, proposals are being developed. Members were advised that services need to target the most vulnerable therefore proactive work is taking place to help those families who find it difficult to go to open access services. Members were advised there is an adequate supply of day care provision for families within the Borough; therefore it is proposing to close the Council's day care service unless it must act as the provider as a last resort. There is still a lot of work to be done but services need to target the 'hard to reach'.

- vii) What evidence is available to demonstrate that a shift to early help and intervention has been embedded across partners?

The committee were advised that the shift to an early help offer has not yet been fully embedded but services are on a journey to achieve this. A lot of work has been done

with other agencies to help them understand service thresholds. Also, we are trying to make sure professionals maintain high standards with regards to their expectations from families, for example to avoid children attending school without being toilet trained.

viii) Are all key stakeholders on board and engaged in the work of BSCB?

The Members were advised BSCB is very active, currently there are thirty seven people who are involved and there is good engagement from partners. There have been some difficulties with regards to consistent attendance from some partners however this should now have been addressed. Within the sub groups it has been harder to get representation from all agencies; however sub-committee chairs have challenged this and can also escalate this to the Board.

ix) Within p29 of the report why are only a few protected characteristics mentioned with regards to equality, diversity and participation, also what resources are available to front line staff with regards to dealing with families with complications such as faith and culture and how you consult with them?

The group was advised that individual agencies undertake their own consultations with service users, not the BSCB itself. For example we recently had a presentation at the Board regarding how one of the agencies had engaged with the Roma Gypsy Traveller community. One of the Police Protection Unit (PPU) supervisors did a presentation on CSE and looked at the barriers with regards to reporting mechanisms for different communities.

Organisations have people on them who are Safeguarding leads, for example in schools. These people act as the central contact and issues can then be escalated to the relevant agencies and BSCB.

Work is also done to commission interpreters so that we can have detailed and appropriate discussions with service users. Equality and diversity issues are considered as part of our assessments for young people so that help can be given regarding any specific issues.

x) P7 of the BSCB Annual Report 2014-15 confirms Barnsley's teenage pregnancy rate is 40.9 per 1000 of the population, are pregnancies for those aged 16 and under treated differently to those aged 17 and above, for example to determine whether the young girls are victims of CSE?

The committee were advised there is a dedicated teenage pregnancy midwife who specialises in providing support for young mums. Prior to the birth an 'Early Help' checklist is completed to ascertain the help that will be needed. Those aged 16 and under are treated differently to those who are older and any young person aged 16 and under would be assessed as a person 'at risk' of CSE and we would work with the police as required.

xi) With regards to specialist support with translation services, are we also helping families to access classes where English is not their first language?

Members were advised that as part of Children's Social Care services, work is specifically done to look at families' integration into their local community. This helps to avoid isolation and we can encourage participation in adult learning. We also have

transient populations for example roadside travellers who it is difficult to encourage engagement with services as they may only be here for a very limited time.

We know that it is not good practice in safeguarding work to rely on family members to interpret conversations, therefore we employ translation services. The population of Barnsley is changing which we're aware of; therefore we will do what we can as services to respond to service user needs.

xii) How effective are the relationships between BSCB and other Boards?

It was advised that a framework has been developed regarding how BSCB works with the Health and Wellbeing Board (HWB), Barnsley Safeguarding Adults Board (BSAB) and TEG. BSCB always ask the question of whether any issues should be referred to other boards, for example the issue of Female Genital Mutilation (FGM) was escalated from BSCB to TEG.

xiii) What plans are in place to develop more robust commissioning arrangements with regards to Serious Case Reviews (SCRs)?

The group was advised that procedures have been tightened and the improved quality of the recent reports has been recognised. However it was also noted that good providers are in short supply with regards to undertaking SCR's, therefore this will continue to be a challenge for the Board.

xiv) How do you encourage challenge at Board meetings and how has the Board responded to the Ofsted recommendations?

Members were advised the Board welcomed the Ofsted inspection and continues to encourage both challenge and open debate. Following the initial inspection there were seven areas of improvement identified along with a number of strengths. The Board is proud of the improvements that have been made, which were recognised in the second inspection by Ofsted. The DfE were pleased with the progress Barnsley had made and could see this was continuing. As a result, in the most recent inspection, the Ofsted judgement was raised to 'requires improvement'.

The Board appreciates that making progress following the Ofsted inspections ensures they are embracing the challenge to improve children's lives within the Borough. At the next inspection, the Board is aspiring to achieve a rating of at least 'good' and advised they would send Members the list of areas noted by Ofsted in the 2014 inspection as 'requiring improvement'.

xv) How confident are you in the Board's strategies and action plans and in achieving a higher Ofsted inspection rating?

The group were advised that whilst the Board has continued to improve and is in a better place in terms of processes and systems, it equally recognises that it is a human system therefore things can go wrong and no cast-iron guarantees can be given. We have a Multi-agency approach which helps to drive service improvement and additional resources have been put in place within organisations where possible.

Better use is now made of the data the Board receives; strategic leaders are going out to front-line services so that we have better sight of practice and where issues may need to be addressed. There is now a better escalation process when issues occur

and we learn from these. There is a significant amount of good practice in the Borough; we now need to make sure this is consistent.

- xvi) How effective are performance management arrangements? To what extent is BSCB effective at holding partners to account? Is there genuine challenge amongst professionals?

The Members were advised that previously there were sixty nine performance indicators that the Board considered which has now been reduced to fifteen which enables their work to be much more focused and effective. The Performance, Audit & Quality Assurance Sub-committee (PAQA) go through all the performance indicators and escalate key concerns to the Board. Quality audits are also undertaken as well as the monitoring of specific actions plans e.g. CSE.

Respectful challenge is encouraged with everyone being advised and reminded at the start of Board meetings to raise any questions or concerns they might have. Board members advised that over the last 2 years there has been a shift, with challenge occurring at all levels and the route of escalation being used. Challenge and follow-up of issues also takes place outside of Board meetings to ensure actions are carried out.

The committee suggested that within BSCB's Annual Report there should be more information on the Board's Quality Audits, including what they have found and how best practice has been put in place, demonstrating the link between data and actions taken. It was also suggested that a glossary is included regarding the acronyms used.

The Chair thanked all the witnesses for their attendance and their helpful contribution and declared the meeting closed.

Actions

- a) Members to receive an update as to whether any other local authorities are currently using the Forge for accommodation.
- b) BSCB to amend date on p9 of the Annual Report.
- c) BSCB to explore the role of key males within young people's lives within their audits.
- d) BSCB to send Members the list of areas requiring improvement following the Ofsted inspection in 2014.
- e) BSCB to include more detailed information in the Annual Report with regards to Quality Audits including how data has been utilised to undertake actions, as well as how best practice has been put in place.
- f) Members recommend that a Glossary is included as part of BSCB's Annual Report.

DEARNE AREA COUNCIL

1st June, 2015

BARNSELY METROPOLITAN BOROUGH COUNCIL

DEARNE AREA COUNCIL

1st June, 2015

1. **Present:** Councillors Noble (Chair), Brook, Gardiner, Sixsmith, and Worton.

2. **Silence to mark the passing of Councillor Sim**

Members and officers in attendance stood and held a minute silence to mark the recent passing of Councillor Dave Sim.

3. **Declarations of pecuniary and non-pecuniary interests**

There were no declarations of pecuniary or non-pecuniary interests.

4. **Minutes of the previous meeting of Dearne Area Council held on 30th March, 2015**

The meeting received the minutes from the previous meeting of Dearne Area Council.

RESOLVED that the minutes of the Dearne Area Council meeting, held on 30th March, 2015 be approved as a true and correct record.

5. **Performance report on Dearne Area Council commissioned services**

The Tasking Officer provided an update to the meeting with regards to the Environmental Enforcement Contract. Members noted that within quarter three, until the end of April, 2015, there had been 487 hours of patrolling, and 129 penalties issued. Current rates of payment were at 72% and just over £9,000 had been received. Since this date approximately 20 further notices had been issued.

The team was commended for their flexibility, noting numerous operations which had started at 6am, and their involvement in community clean up events.

To date seven fly tipping cases had been passed to the appropriate team for investigation.

Members questioned the numbers of parking fines being 'written off' and it was agreed to provide this information for Members in future reports.

DEARNE AREA COUNCIL

1st June, 2015

It was suggested that the Area Council should have an in depth discussion before any future extension or re-contracting of the service, it was agreed that comparisons with other areas would also be useful.

An update on performance for the Training for Employment contract was provided by the Dearne Employment and Training Facilitator, employed by Voluntary Action Barnsley.

In quarter one and two of the contract all targets had been exceeded with 44 learners achieving a qualification against a target of 16, and 18 people securing local employment against a target of two.

Members noted positive examples where support had led to confidence being built, qualifications being achieved and people returning to work. It was noted that the majority of the qualifications achieved were ICT level 3.

The meeting heard that since quarter two the Enterprise Centre had closed and there had consequently been an increase in the numbers accessing the service. In addition members noted that provision had commenced in the Dearne Community Children's Centre, with additional session being considered in the Embankment Centre.

The meeting discussed the success of the project and the reasons behind this, which included the supportive environment at the Salvation Army centre. The support from the food and clothes banks was also noted as an attraction to draw people to the centre, and Members felt that the support services available worked well together.

Members commended those involved in the project on its success and the social return on investment. It was suggested that discussions take place with relevant officers in Job Centre Plus to highlight its success and promote future investment in the project.

RESOLVED

(i) that the continued progress of the two current commissions be noted;
(ii) that the Area Council Manager make contact with relevant officers in Job Centre Plus to discuss the merits of the Training for Employment commission.

6. Dearne Area Council future commissions, and use of Area Council finance

The report was introduced by the Area Council Manager and attention was drawn to a final draft of the specification of requirements for a Clean and Tidy Service.

DEARNE AREA COUNCIL**1st June, 2015**

The specification had been developed in consultation with a wide range of groups and individuals, and would work closely with the Enforcement Officers and community groups.

The meeting discussed the prioritisation of workload for the service and it was suggested that the Lacewood site could be an early priority as not only was it overgrown but also suffered from large amounts of litter. It was noted that Ward Alliances would be involved in identifying 'hot spots' for the service to target once operational.

The composition of the Tender Evaluation Panel was discussed, and a suggestion made that it would be useful to involve community representatives alongside an officer from NPS and the Area Council Manager.

Members heard of the work being undertaken with regards to the possibility of commissioning a service for young people in the Dearne Area. It was noted that a workshop had been arranged to discuss the Area Council priorities and potential areas for further investment on 24th June, 2015.

The meeting discussed engagement with schools in the area, suggesting that regular meetings with school councils had historically worked well. It was noted that the relationships between Members and many of the Academies in the area required some improvement and it was agreed to raise this issue with the relevant Cabinet Spokesperson.

The Area Council reviewed the financial forecast circulated and noted that £107,439 remained for 2015/16. Members discussed the possibility of devolving an element of Area Council finance to a Ward level, with the potential to allocate up to £20,000 per ward. After exploring a number of options it was decided not to devolve any of the budget at the current time, but to monitor levels of expenditure at a Ward Level and discuss later in the year.

RESOLVED that

- (i)** the Specification of Requirements and Tender Evaluation Criteria be approved to establish the Dearne Area Clean and Tidy Service for 12 months to a maximum value of £75,000 with a price/quality ratio of 30:70 in favour of quality;
- (ii)** that approval be given for a community representative from each of Thurnscoe Park and Goldthorpe Development Group to be part of the Tender Evaluation Panel for the Dearne Area Clean and Tidy Service;
- (iii)** that the date of a workshop to discuss Area Council Priorities and future commissions be noted.
- (iv)** that the Chair discusses how relationships between Members and Academies could be improved with the Cabinet Spokesperson for People (Achieving Potential).

DEARNE AREA COUNCIL

1st June, 2015

7. Notes from the Dearne Approach Steering Group meeting held on 13th April, 2015

Members considered the notes from the meeting held on 13th April, 2015.

RESOLVED that the notes from the Dearne Approach Steering group be received.

8. Notes from the Ward Alliances

The meeting received the notes from the Dearne North Ward Alliance held on 26th May, 2015 and Dearne South Ward Alliance, held on 20th May, 2015.

In relation to Dearne North Ward Alliance, the inclusion Thurnscoe Park group on the tender evaluation panel for the 'Clean and Tidy' commission in addition to representation from Goldthorpe Development Group was thought to be valuable in providing a community perspective.

With regards to the Dearne South Alliance, the meeting heard that further detail was now available on the Cricket Club, Goldthorpe Football Club, and Prospect Road Bowling Club applications for Ward Alliance Funds. Plans were being put in place tailored to the needs and situation of each.

It was also noted that a letter of support had been provided for Dearne Bulldogs grant application.

Members heard how teenage pregnancy and childhood obesity were discussed with a view to prioritising these areas in Dearne South in the future.

RESOLVED that notes from the respective Ward Alliances be received.

9. Report on the use of Devolved Ward Budgets and Ward Alliance Funds

The report was introduced by the Area Council Manager and Members noted the amounts of finance available for the 2015/16 financial year including any finance carried forward. This equated to a Devolved Ward Budget of £10,109.49 for Dearne North and £9,600.14 for Dearne South, and a Ward Alliance Fund of £13,938.85 for Dearne North and £13,660.80 for Dearne South.

DEARNE AREA COUNCIL

1st June, 2015

RESOLVED that the report on the Devolved Ward Budgets and Ward Alliance Funds be received.

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Chair

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BARNSELY METROPOLITAN BOROUGH COUNCIL

NORTH AREA COUNCIL

1st June, 2015

1. **Present:** Councillors Burgess (Chair), Cave, Cherryholme, Davies, Grundy, Leech, Miller, Platts, Spence, and Tattersall

2. **Declarations of pecuniary and non-pecuniary interests.**

No Members declared an interest in any item on the agenda.

3. **Minutes from the North Area Council meeting held on 30th March, 2015.**

The Area Council received the minutes of the previous meeting, held on 30th March, 2015.

It was noted that a workshop had been held so that Members could discuss the proposal of a Community Magazine in more detail. The outcome of this would be discussed later on the agenda.

With regards to parking enforcement by the Environmental Enforcement Service, it was acknowledged that discussions are being held at a senior level to address any issues and seek clarity about the roles of Kingdom Security vis-à-vis BMBC Enforcement.

Members heard how Darton West Members had chosen to reduce the usage of Speed Indicator Devices and the Ward Alliance would discuss where they would be sited.

RESOLVED that the minutes of the North Area Council meeting, held on the 30th March, 2015 be approved as a true and correct record.

4. **Children and Family Centres.**

A presentation was given by the Head of Early Start, Prevention and Sufficiency, on developing a model of early help for families.

Members were made aware of proposals in relation to the savings target of £2million for Children's Centres by 1st April, 2016, and the details surrounding the consultation process along with associated timescales.

Members heard how current users will continue to be able to access the service across the borough, which will be based on assessed need both in the home, and community. It was proposed that community provision would be based around main Family Centre sites, with linked and outreach sites. It was also proposed to extend the age range of the service to 0-19 years (25 with a disability). Noted was the Council's intention only to provide childcare provision in areas where the private or community sector had not done so.

The meeting discussed the sites run by the Council, and the proposed changes to provision in the North Area. However, it was noted that there was further provision in community venues that had not been detailed.

Members were keen to be provided with full details of proposed provision in the Area, in order to provide constructive feedback. Feedback from groups, individuals and agencies in the borough was encouraged.

RESOLVED:-

(i) that the Head of Early Start, Prevention and Sufficiency,

Early Start, Prevention and Sufficiency be thanked for the presentation;

(ii) that Members be provided with full details of proposed provision in the area, including that to be delivered in community venues, in order that they can provide appropriate feedback.

5. Research and data profiles.

The Research and Business Intelligence Manager gave a presentation on data and information for the North Area. A caution was given that some of the data provided was from small cohorts and may only be over a small time series. The Chair mentioned the need for decisions made by the Area Council to be evidence based, and suggested that data can assist with this.

The presentation considered the demography of the area, including the proportion of ethnic minorities in the area and levels of deprivation.

Community safety was considered, noting that crimes per 1,000 population had reduced in Barnsley as a whole, and in all wards in the North Area.

Cleanliness statistics presented were from a single source but highlighted only a small number of incidences of dog fouling and littering in the Area.

The meeting considered a variety of health and wellbeing indicators including those related to childhood obesity. It was suggested that childhood obesity be considered in more detail with data over a longer time period where possible.

Housing tenure and affordability was discussed, and the differences in affordability within the area noted.

Education, skills, training and employment were discussed noting that attainment at early years stage; Key Stage 2; and Key Stage 4 were inline with the Barnsley average.

Poverty statistics were considered and it was noted that the rate of children living in lone parent families who are claiming out of work benefits fluctuated over time, but the general trend between 2010 and 2012 was downwards. In addition, the proportion of individuals claiming working age benefits had decreased in all wards in the North Area between 2012 and 2014.

Thanks were given to the Research and Business Intelligence team for the presentation. The meeting discussed the use of data and statistics and the ability to consider key areas in greater levels of detail. It was thought that this would be useful in workshops which would review current priorities and set priorities for the future.

6. **Notes from the Ward Alliances.**

The meeting received the notes from the Darton East Ward Alliance held on 12th March and 16th April, 2015; Darton West Ward Alliance held on 9th March, 2015; Old Town Ward Alliance held on 4th March, 1st April and 6th May, 2015; and St. Helen's Ward Alliance held on 2nd April, 2015.

With regards to the Darton East Ward Alliance notes from 2nd March, 2015 it was noted that the project referred to was 'Greenworks' not 'Greenspace'.

Members noted that Darton West had recently arrived at a new set of local priorities which would form the basis of the new Ward Action Plan.

With regards to Old Town Ward Alliance, it was noted that planning applications were discussed due to the nature of their potential impact on the community.

In the notes from St. Helen's Ward Alliance it was acknowledged that 'Robert Newman' should read 'Richard Newman'.

RESOLVED that the notes of the respective Ward Alliances be noted.

7. **Report on the use of Devolved Ward Budgets and Ward Alliance Funds.**

The report was introduced by the Area Council Manager, and attention drawn to the levels of finance carried forward, and current levels of expenditure.

With regards to the significant amount carried forward in the Darton East Ward, the meeting was assured that plans were in place to utilise the finance.

The meeting discussed the requirement for Ward Alliance Fund finance to be matched with volunteer time, and noted that this may impact on the numbers of people volunteering for Love Where You Live. The difficulties faced by some groups, especially the elderly, in committing volunteer time were discussed and it was noted that each application is considered on its merits.

RESOLVED that the report be noted.

8. **Commissioning and procurement update including financial position and project performance update.**

The item was introduced by the Area Council Manager, with reference to the financial profile at Appendix 1. It was noted that £89,048 of the Area Council budget remained for 2015/16. Together with a provisional allocation for £400,000 in 2016/17, this gave a total of £489,048.

The Environmental Enforcement contract was discussed and Members heard how to extend the contract may require retendering, the complexities of which were being explored. The meeting discussed the time consumed through procurement and officers were thanked for their hard work ensuring the process ran effectively.

The need to ensure the procurement processes of the authority were as streamlined as possible was mentioned, and it was agreed to take this forward with officers in finance and through the Area Chairs meeting.

Members heard how there was a limited response from providers interested in delivering the Clean and Green Service. It had therefore been put back out to tender.

With regards to the procurement of the Financial Inclusion Service, the meeting was made aware that a preferred provider had been identified, and the details of the contract were being finalised.

The meeting went on to consider appendix 2 of the report, the Project Performance Report. Members noted that the Summer Holiday Internship project was still in its establishment phase and therefore had no current rating of performance. There were still places for students available, but it was hoped these would all be taken by the end of June.

Performance for quarter three for the contract with Kingdom Security was discussed, noting that 268 fixed penalty notices and 19 parking notices had been issued within the period. Performance had been given a 'green rating' with no areas for concern.

The income raised from notices from the commencement of the contract to the end of March, 2015 was £19,065. Following discussion, it was agreed that this be shown in future versions of the financial summary, and it was suggested that this be utilised towards any future contract for enforcement linked to the environment.

The contract with SWYPFT was discussed. Although performance against the contract was adequate, Members expressed concern about the numbers engaged in the project and its impact. It was agreed to invite the provider to a future meeting for further discussion.

It was suggested that a workshop be held to discuss the priorities of the Area Council, whether they remained valid, and the use of currently unallocated finance.

RESOLVED:-

- (i) that the updated financial position for North Area Council be noted;
- (ii) that the progress made in procuring a Clean and Green and a Financial Inclusion service be noted;
- (iii) that the content of the Performance Report be noted;
- (iv) that SWYPFT be invited to a future meeting of the Area Council to discuss the performance of the Healthy Eating Project;
- (v) that a workshop be organised to discuss the priorities for the Area Council and potential future commissions.

9. **Community Magazines.**

Members discussed the outcome of the recent North Area Council Workshop to consider the production of a Community Magazine.

The recommendation of the workshop was to support the production of two issues over the course of a year as a trial. These would be produced at no cost to the Area

Council, and would be funded through the provision of advertising space in the magazine.

It was suggested that the document be 24 pages in total, with 50% being editorial content and the remainder advertising. The only cost associated with providing a magazine was officer time and distribution, with the latter estimated to cost £2,262 per year for distribution to households in the North Area.

Members noted that the Area Council had the ability to oversee who would be advertising in the magazine in order to ensure all were appropriate.

The meeting discussed the establishment of an editorial group for the magazine, and it was agreed to forward the details of representatives from each Ward to the Area Council Manager.

RESOLVED:-

(i) that the production of a Community Magazine for the North Area be piloted for 2 issues over the course of a year;

(ii) that up to £2,262 be approved for the distribution of 2 issues of a Community Magazine for the North Area.

10. **Future Agenda Items**

Members were encouraged to forward any items they wished to see on a future agenda to either the North Area Council Manager or the Chair.

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Chair

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NORTH EAST AREA COUNCIL

11th June 2015

BARNESLEY METROPOLITAN BOROUGH COUNCIL

NORTH EAST AREA COUNCIL

11th June 2015

1. **Present:** Councillors Hayward (Chair), Cheetham, Clements, Ennis, S. Green, Hampson, Higginbottom, Makinson, Richardson, Sheard and C. Wraith MBE.

2. **Declarations of pecuniary and non pecuniary interests**

There were no declarations of pecuniary or non pecuniary interests

3. **Minutes from the North East Area Council meeting held on 9th April 2015**

The meeting considered the minutes from the previous meeting of the North East Area Council, held on 9th April 2015. It was reported that the play equipment damaged by anti-social behaviour in Cudworth Park has not yet been replaced. The Area Council Manager has chased this up with the relevant department.

RESOLVED: - that the minutes of North East Area Council, held on 9th April 2015 be approved as a true and correct record.

4. **Notes from the Ward Alliances**

The meeting received notes from the Cudworth, Monk Bretton, North East and Royston Ward Alliances, held throughout March, April and May 2015. The following updates were noted:

Cudworth – The Health Fayre in March was very successful. Numerous summer activities are being planned, including ‘Tea in the Park’ which is scheduled for 18th July. A leaflet giving general information about the work of the Ward Alliance and how to get involved is being prepared for distribution around the area.

Monk Bretton – It was reported that grants have been given out for the One Stop Shop, Carlton Bowling Club, Friends of Carlton Park Gardening Club and also Arthritis Care. Bulb planting at the war memorial is taking place with children from St. Helen’s School on 23rd June. A basic IT training session has been planned to start on 23rd June, all are welcome.

North East – A Ward Alliance information booklet is being prepared. There is a vacancy on the Grimethorpe Ward Alliance. The work of the Ward Alliances needs to be promoted and voluntary activities encouraged.

Royston – The Summer Gala is being organised and work has started on the allotments. Both the DIAL and Citizens Advice projects are doing well. A contact directory is being compiled. The Canal Club had complained about minor vandalism but when several fishermen were spoken to, they were quite happy although fly-tipping remains an issue. Cllr Ennis reported that fly-tipping is an issue across the

NORTH EAST AREA COUNCIL

11th June 2015

Borough and is one of the topics which the Overview and Scrutiny Committee will be investigating.

RESOLVED: that the notes from the Ward Alliances be received.

5. Changes to Community representation on the Monk Bretton Ward Alliance

The Area Council Manager introduced this item. It was proposed that Sue Fox, Gavin Doxley and John Marshall become Ward Alliance members for Monk Bretton ward.

RESOLVED: -

(i) that Sue Fox, Gavin Doxley and John Marshall be appointed Ward Alliance members for Monk Bretton ward.

6. Report on the use of Area Council Budgets, Devolved Ward Budgets and Ward Alliance Funds

The Area Council Manager introduced this item and highlighted the spend to date. The North East Area Council has a Devolved Ward Budget grant allocation of £81,939.54 for the 2015-2016 financial year. This allocation is made up of a £40,000 allocation for 2015-2016, and a carry forward allocation of £41,939.54 from the 2014-2015 financial year. The North East Area Council's Ward Alliances allocated £52,186 of their 2014-15 £104,232 Budget. Members were asked to note the amounts not yet allocated for projects.

RESOLVED:-

(i) that the report on the use of Area Council Budgets, Devolved Ward Budgets and Ward Alliance Funds be received and noted.

7. North East Area Council update on the delivery of commissioned projects

The Area Council Manager updated Members on the delivery of commissioned projects, specifically around Environmental Enforcement, the North East Environment Team and Employability for under 16's.

Environmental Enforcement

During the months of February, March and April 189 Fixed Penalty Notices were issued, 38 for littering, 116 for dog fouling and 35 for illegal parking. It was felt that this should be publicised. The Enforcement Wardens have completed 825 hours patrolling across the North East Area Council. The Revenue raised from Fixed Penalty Notices for Fouling and Littering, from commencement of the contract until end of March equates to £8,965.00. £6,061 in relation to 2014/15 Fixed Penalty Notices remains outstanding.

North East Environment Teams

NORTH EAST AREA COUNCIL**11th June 2015**

The team is moving from strength to strength. Positive feedback has been received with regard to the improvements to the cleanliness of the High Street areas with a quick response to clearing identified hot spot areas. The Teams are building up good relationships with local residents and local businesses on the High Street are delighted with the improvements being made. The Teams have built up a sense of pride in keeping their areas clean and tidy, and have actively engaged with the community.

Employability for under 16's

The North and North East Area Councils have joined forces to deliver 120 placements to young people attending Schools across the two areas. The young people who complete the summer internship will attend a week of workshops and a week at an employment placement. Good relationships have been built up with local schools and employers. A number of places are still available.

It was highlighted that the Celebration Event will now take place in October/November, not September as originally envisaged.

RESOLVED: -

(i) that the update report on the delivery of commissioned projects be received and noted.

8. Review of the North East Area Council Priorities for 2015/2016 and proposals for future commissions

The Area Council Manager introduced this report seeking approval to proposals discussed and considered at workshops with regard to future commissions.

RESOLVED:

(i) that the Environment, Economy and Regeneration, Health and Wellbeing and Young People remain as key priorities and areas of focus for the North East Area Council for 2015/16;

(ii) that Members note the current and projected financial position with regard to spend.

(iii) that projects developed at individual workshops for each priority and detailed within the report at a cost of £320,115 for 2015/16 and £46,000 for 2016/17 be agreed and taken forward as follows:

Economy and Regeneration

North East Environment Team Stage Two - 2 Apprenticeships places @ **£24,000**
£12,000 until March 2016

NORTH EAST AREA COUNCIL**11th June 2015****The Environment**

Continuation of the Enforcement Wardens initiative for a further 12 months	£54,565
SLA agreement with Community Enforcement	£9,550
Home Grown Apprenticeship initiative - 12 month contract @ approximately £100,000 (£84,000 for 2015/16, £16,000 for 2016/17)	£84,000
Estate Management – Private Landlords 12 month contract @ approximately £35,000 (£29,000 for 2015/16, £6,000 for 2016/17)	£29,000
Anti-social Behaviour damage in Play Areas (£10,000 for 2015/16 and £10,000 for 2016/17)	£10,000

Health and Wellbeing

Fit Reds	£28,000
Let's Grow	£10,000

Youth Provision

Dance and Performance Theatre focussing on Aspirations for young people at the ALC's.	£3,000
Dance and Performance Theatre focussing on Healthy Lifestyles for young people at the Primary Schools.	£15,000
Junior Wardens Citizenship programme with a strong Health and Wellbeing focus, for young people at the Primary Schools Areas (£5,000 for 2015/16 and £5,000 for 2016/17).	£5,000
Celebration Event	£3,000
Community Magazine	£3,000
Luncheon Club	£17,000
Contingency Fund	£25,000

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Chair

PENISTONE AREA COUNCIL

18th June, 2015

BARNSELEY METROPOLITAN BOROUGH COUNCIL

PENISTONE AREA COUNCIL

18th June, 2015

1. **Present:** Councillors Barnard (Chair), Griffin, Hand-Davis, Millner, Unsworth.

2. **Declarations of pecuniary and non-pecuniary interests.**

No Members declared an interest in any item on the agenda.

3. **Minutes of the Penistone Area Council meeting held on 16th April, 2015.**

The meeting received the minutes of the meeting of Penistone Area Council held on the 16th April, 2015.

With regards to a tenant for Penistone Town Hall offices, it was noted that there is an organisation interested and this is being progressed. If necessary there is still accommodation available in Penistone Library for the Area Team.

Members noted that a meeting had recently been held to discuss the Millhouse Green Traffic Survey, the action notes of which would be circulated to all Members.

RESOLVED that the minutes from the meeting of Penistone Area Council held on 16th April, 2015 be approved as a true and correct record.

4. **Minutes of the Penistone Area Council meeting held on 21st May, 2015.**

The meeting received the minutes of the meeting of Penistone Area Council held on 21st May, 2015.

Members heard how the Clean and Green commission was now with NPS and would be progressed as a matter of priority.

RESOLVED that the minutes from the meeting of Penistone Area Council held on 21st May, 2015 be approved as a true and correct record.

5. **Notes of the Penistone East and West Ward Alliance held on 21st May, 2015.**

The meeting received the notes of the Ward Alliance, held on 21st May, 2015.

Members commented on the note describing Dr. Billings as being dismissive, and it was clarified that this was generally not the case at the meeting, but was true of subsequent correspondence.

RESOLVED that the notes from the Ward Alliance be received.

6. **Report on the use of Devolved Ward Budget and Ward Alliance Fund.**

The report was introduced by the Area Council Manager, who highlighted the total amount of finance available for allocation in 2015/16 from the Ward Alliance Fund

PENISTONE AREA COUNCIL

18th June, 2015

and Devolved Ward Budget, noting that very little was carried forward from the 2014/15 financial year.

Members heard how the Ward Alliance had now already allocated over half of its annual budget, with £11,268.49 remaining for 2015/16.

RESOLVED that the report on the Devolved Ward Budget and Ward Alliance Fund be noted.

7. Penistone Area Council commissioning, procurement and funding update.

The report was presented by the Penistone Area Council Manager.

With regards to the Countryside Skills Training Commission it was noted that 8 trainees had passed their LANTRA level 1 qualification and many were now making enquiries in to becoming self employed.

Following the Area Council approval to extend the contract, the meeting noted that the necessary waiver documentation had been completed, with only the information relating to outputs and outcomes requiring agreement before contracts would be signed.

Members heard that the Clean and Tidy Commission was progressing well and noted that the Ward Alliance had selected two of its membership to take part in the Tender Evaluation Panel, R. Blythe and A. Pestell.

Members considered the financial position for the Penistone Area Council, noting that there was a proposal later on the agenda to establish a 'Working Together Fund'.

The meeting went to on to consider the option to allocate up to £20,000 per ward to the Ward Alliance Fund. It was noted that should members wish to allocate this finance, it would be on the basis of £10,000 requiring match funding as per the current Ward Alliance Fund and £10,000 not requiring any match funding similar to the current Devolved Ward Budget. It was acknowledged that all finance would need to address the priorities of the Area Council and/or Barnsley Council's Corporate Priorities.

Members supported the proposal, and noted the need to brief Ward Alliance Members appropriately on the finance.

RESOLVED:-

(i) that the report be noted;

(ii) that approval be given for R. Blythe and A. Pestell to take part in the Tender Evaluation Panel for the Clean and Tidy Commission;

(iii) that £40,000 be allocated to the Ward Alliance Fund for allocation in 2015/16 in line with Penistone Area Council and/or Barnsley Council Corporate Priorities of which £20,000 will require match funding.

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8. Proposed Penistone Working Together Fund.

The Area Council Manager presented the report. It was proposed that a grant regime be established, with the ability to grant awards up to £20,000 to deliver against the priorities of the Area Council or of Barnsley Council. The fund would sit between the Ward Alliance Fund and the finance commissioned by the Area Council and performance against grants would be reported alongside that of Area Council commissioned services.

It was proposed that £120,000 be allocated to the scheme over an 18 month period through 2015/16 and 2016/17 with £53,334 in 2015/16 and £66,666 in 2016/17.

Members noted the draft Terms of Reference, General Guidance and Expression of Interest form circulated.

The meeting discussed the proposed Working Together Fund Grants Panel, which would assess the applications and make recommendations to go forward for officer approval.

Members were supportive of the proposal, acknowledging that this could provide a useful progression towards tendering for larger projects for groups in the area.

Similar funding regimes in other Area Councils were discussed, and it was agreed to share the details of the applications that had received approval.

RESOLVED that:-

- (i) that £120,000 be allocated to the Working Together Fund for 2015/16 and 2016/17;
- (ii) authorisation be given to the Service Director Stronger, Safer and Healthier Communities to approve Working Together Fund grants up to an individual value of £20,000 following consultation with the Working Together Fund grants panel;
- (iii) that the Terms of Reference, General Guidance and Expression of Interest forms for the Working Together Fund be approved;
- (iv) that Councillors Griffin and Hand-Davis be approved to act as members of Working Together Fund Grants Panel.

9. Review of Penistone area information.

The Research & Business Intelligence Manager was welcomed to the meeting to give a presentation relating to data and information pertaining to the Penistone area, with comparisons over time where possible.

A caution was given as to use of the data, due to the small cohorts and small time periods often involved.

Members received a wide range of information including the following:-

Demographics of the area - it was noted that the percentage of the population who were from ethnic minorities was lower than the Barnsley average and that 0% of residents in the area lived in the 20% most deprived areas in the UK.

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18th June, 2015

Crime and safety – though crimes had generally reduced in the Borough, rates for theft and handling of stolen goods had increase in Barnsley and in Penistone East, though it was thought that this was due to gangs targeting agricultural machinery in that area.

With regards to cleanliness it was noted that dog fouling incidents had increased slightly between 2014/15 and 2015/16.

Health and Wellbeing - it was noted that smoking prevalence was lower than the in the Borough as a whole and rates of breastfeeding were relatively high when compared to the Barnsley average.

With regards to isolation, it was noted that similar proportions of Penistone residents are aged 65 or over and live in one person households, when compared to the rest of Barnsley. It was agreed to circulate any further information on rural isolation when it becomes available.

Members noted the figures for excess weight in 4-5 year olds and 10-11 year olds, and acknowledged the significant fluctuations between years, however generally incidences in Penistone were below the Barnsley and national averages.

When considering childcare places, Members heard how the numbers of childcare places per 100 children for 0-5 and 5-11 year olds were above the Barnsley average.

The meeting noted the high proportion of owner occupiers in the area and corresponding small proportions of social housing, when compared to Barnsley as a whole.

Education, skills, training and employment - Attainment at Key Stage 2 and Key Stage 4 was discussed as were NEET figures, all of which were positive when compared to Barnsley and national averages.

The meeting discussed new business starts and acknowledged the rate has slowed somewhat apart from in Penistone West, and it was suggested that this reflected investment from section 106 finance.

Poverty – it was noted that children in Barnsley were less likely to be in families claiming Job Seekers Allowance or Incapacity Benefit than in Barnsley as a whole, and the numbers of children living in lone parent families receiving those benefits fluctuated but broadly remained the same between 2010 and 2012.

It was also acknowledged that the proportion of individuals claiming working age benefits was reducing in the area and in Barnsley as a whole, yet this did not include figures for Universal Credit.

Members discussed the presentation and it was acknowledged that the situation for Penistone remained relatively unchanged, though it was suggested that figures at this scale may hide issues such as fuel poverty only faced in small isolated areas. However, rural isolation and business support were suggested as two areas which would warrant further investigation.

RESOLVED that

18th June, 2015

- (i) thanks be given for the presentation;
- (ii) further information on business support and rural isolation be circulated to Members when available.

10. **Affordable Housing.**

The Housing Growth Development Manager was welcomed to the meeting to discuss affordable housing in the area.

Members were made aware of the definition used for affordable housing which included Social Rented, Affordable Rented, and Intermediate housing, provided to eligible households whose needs are not met by the market.

It was noted that eligibility is determined with regard to local incomes and local house prices, and that affordable housing should include provisions to remain at an affordable price for future eligible households or for the subsidy to be recycled for alternative affordable housing provision.

Members heard how the Strategic Housing Market Assessment (SHMA) from November, 2014 suggested areas of sufficiency and shortfalls. It was noted that the net annual shortfall of affordable housing was 295, with a suggest split tenure of 78.8% social rented and 21.2% intermediate tenure.

The meeting was made aware that an Older Vulnerable People Needs Assessment was nearing completion that would provide further valuable evidence.

Member noted the procedure for consulting on and adopting the Local Plan, which included changes to the Affordable Housing Policy. The changes would seek to increase the proportion of affordable housing in the Penistone area from 25% to 30% for developments above 15 dwellings. However, it was noted that this is often challenged by developers due to concerns about viability.

Members heard of the ways in which affordable housing can be provided by developers, which included on-site provision; the transfer of land to equivalent value to enable the building of affordable units on-site; off site provision which can include the refurbishment of existing stock; and a commuted sum equivalent to the cost of provision on site. The desire to see provision on site or in very close proximity was acknowledged by Members.

Members discussed current sites within the area and the associated affordable housing provision. It was noted that planning permission for many of the current sites was granted before the affordable housing policy was endorsed in 2007 and therefore there was no compulsion to provide any affordable units as part of the development.

The meeting went on to discuss the various ways in which a commuted sum could be utilised, acknowledging that the Council itself currently owned very few suitable sites to build on.

The businesses cases put forward by developers to challenge the amount of affordable provision requested due to viability were discussed, and it was agreed to circulate an appropriate case to Members. when available.

PENISTONE AREA COUNCIL

18th June, 2015

RESOLVED:-

- (i) that thanks be given for the presentation and the level of detail provided.
- (ii) that a business case challenging the amount of affordable provision requested due to viability be circulated to Members when available.

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Chair

Item 27

BARNSELY METROPOLITAN BOROUGH COUNCIL

SOUTH AREA COUNCIL

26th June, 2015

1. **Present:** Councillors Stowe (Chair), Andrews, Franklin, Saunders, and R. Wraith.

2. **Declarations of pecuniary and non-pecuniary interests.**

No member wished to declare an interest in any item on the agenda.

3. **Minutes of the meeting of South Area Council, held on 24th April, 2015.**

The meeting considered the minutes of South Area Council, held on 24th April, 2015.

RESOLVED that the minutes of South Area Council held on 24th April, 2015 be approved as a true and correct record.

4. **Notes of the Ward Alliances.**

The meeting received the notes from the following Ward Alliance meetings: Hoyland Milton & Rockingham held on 12th May, 2015; Darfield held on 14th May, 2015; and Wombwell held on 21st May, 2015.

RESOLVED that the notes of the Ward Alliances listed above be received.

5. **Report on the use of Devolved Ward Budgets and Ward Alliance Funds.**

Members considered the allocations for each of the Devolved Ward Budgets and Ward Alliance Funds for 2015/16, which included previously unallocated in the 2014/15 financial year.

Members acknowledged the finance already allocated in each Ward in the current financial year and the corresponding amounts remaining.

It was noted that the format of the report had changed slightly, when compared to those presented previously, which Members thought was positive.

RESOLVED:-

- (i) that the content of the report be noted;
- (ii) that the format of the report be endorsed.

6. **South Area Council Performance Management Report.**

The item was introduced by the South Area Council Manager, and attention was drawn to Part A of the report containing the overview of performance.

With regards to the Improving our Local Environment priority, Members noted, amongst other things, the doubling of numbers of litter picks from 438 to 706. Also significant was the increase in the number of environmental projects completed, many of which were now being delivered alongside volunteers. Members noted the continued increase in the number of notices for parking, dog fouling and littering.

Under the Access to Local Information and Advice priority the meeting heard how the One Stop Shop had exceeded all expectations in the first year, which attributed to correctly identifying the need, using local accessible venues, and having dedicated and knowledgeable staff in place. Members wished to record their thanks to the staff involved.

The meeting discussed the likely impact of Universal Credit and the move to monthly payments, rather than fortnightly as currently provided. In addition housing benefit payments will go to tenants, rather than direct to the landlord. Also discussed were the number of referrals to money management help, and the long term aspiration to work more closely with food banks to assist with this.

The increase in the number of volunteers engaged was noted, acknowledging that the majority of these were engaged with the Tidy Team. Also noted was the significant number of businesses now engaged in maintaining their own environment.

Members went on to discuss the performance of each of the services contracted in Part B of the report.

One Stop Shop Advice Sessions – it was projected that at the end of year one of the two year project, over £2million will have been recouped, the majority of which will have been benefits for those in work, in addition over £2million will have been saved through averting homelessness. It was noted that all measureable performance indicators were rated as 'Green' and feedback from the satisfaction surveys was very positive.

Tidy Team – all performance measures for the contract were rated as 'Green'. The meeting noted that though one apprentice had now left, recruitment of two was now taking place. The team was also working with the Prince's Trust to engage young people.

Members noted the operational relationships with other Council departments were now working very well with referrals to and from the Tidy Team.

Attention was drawn to the significant amounts of material recycled, and it was noted that the money gained from this had been reinvested in the project.

A number of future plans identified were referred to, including proposed projects at Owd Martha's Garden in Hoyland and the Community Garden in Wombwell.

Environmental Enforcement – it was noted that all performance indicators for the project were rated as 'Green' and that Barnsley had recently featured in the national press due to the high number of notices issued in the area. Members heard how intelligence leading to prosecution was increasingly supplied by the public, which was thought positive. It was suggested that Kingdom email Members on a monthly basis so that Members can identify any 'hotspots' to target patrols.

The meeting was made aware of discussions between officer responsible for parking enforcement within the Council and Kingdom Security in order to avoid duplication of roles.

Business Survey – the meeting heard how quotes had been sourced for the training courses identified, and the following providers had been successful: Emergency Response Limited for Health and Safety, and First Aid; Northern College for Social Media and Marketing, Basic IT Skills, and Website Development; and BBIC for Business Development.

It was hoped that courses would start in September, 2015, and run over the following six months. It was suggested that the courses be publicised widely, but respondents to the business survey be targeted in the first instance.

It was noted the Wombwell Library, which had previously been suggested as a venue for the training, was no longer thought to be appropriate for courses requiring IT. However, arrangements had been made with Highview Primary School to make space available there for IT based courses.

Summer Internship – despite efforts from the provider, the project had made a relatively slow start, however it was noted that progress was now being made. A number of young people had been identified by Netherwood School and discussions were now taking place with Kirk Balk.

RESOLVED that the content of the Performance Report be noted.

7. **Community Magazines.**

The Lead Locality Officer spoke to the item, referring to previous discussions at the Area Council. The magazine would be A5 size, with 12 pages of editorial and 12 pages of advertisements.

Members considered a number of examples of publications produced by the contracted supplier, and preferred the format of the City Life magazine of Worcester City Council.

It was suggested that a group be formed to oversee the production of the magazine on which each Ward ought to have representation.

RESOLVED:-

- (i) the format of the City Life magazine be preferred;
- (ii) that an editorial group be convened to oversee the production of the magazine, with representation from each of the Wards in the South Area.

8. **South Area Council Environmental Enforcement Contract**

The Area Council Manager drew attention to the previous decision made by the Area Council to extend the contract by 12 months, by way of a waiver to contract procedure rules. However on subsequent receipt of advice from NPS it was noted that this would exceed EU thresholds.

A number of options to extend the project were discussed, and it was agreed to extend the contract until the end of January, 2016 and to retender the service with a view to the successful provider starting on 1st February, 2016.

RESOLVED:-

- (i) that authorisation be given to the Executive Director Communities to complete necessary paperwork in order to waive the relevant contract procedure rules to allow the 'Environmental Enforcement' contract to be extended without the need to retender until January, 2016, to an annual value of £135,092 pro-rata;
- (ii) that the Environmental Enforcement project be put out to full open tender with a view to commencing 1st February, 2016 with a year on year contract awarded to the successful tenderer at an annual cost of £135,092, with continuation dependent on satisfactory performance by the provider, a continuing need for the contract agreed by the Area Council, and the continuing availability of Area Council budgets.

9. **South Area Council future commissions for 2015/16 and 2016/17**

The Area Manager gave an introduction to the report circulated, which contained a number of potential areas for investment by the Area Council.

Given the impending emergency budget in July and the anticipated impact on the budget of the Council, it was suggested that this item be deferred to a future meeting for discussion.

RESOLVED that the item be deferred to the September meeting of the Area Council.

.....
Chair

Item 28

BARNSELY METROPOLITAN BOROUGH COUNCIL

CENTRAL AREA COUNCIL

6th July, 2015 2:00pm

1. **Present:** Councillors D. Green (Chair), D. Birkinshaw, Bruff, Clarke, K. Dyson, Johnson, Mathers (Mayor), Mitchell, Pourali, Riggs and Williams.

2. **Declarations of Pecuniary and Non-Pecuniary Interests**

There were no declarations of pecuniary or non-pecuniary interests.

3. **Minutes of the previous meeting of Central Area Council held on 18th May, 2015**

The meeting considered the minutes of the previous meeting. Members heard that a number of meetings had recently been held with Neighbourhood Services, and maps detailing the areas where service is to be provided were still being produced, but would be circulated when finalised.

With reference to increasing the referrals from GPs to the service to reduce loneliness and isolation for older people, the meeting noted that the service had received its first referral, which was hoped would be the first of many.

Members acknowledged the success of the Central Area Council Celebration Event. A special mention was made to Henry Clarke who was overall winner. Each ward was well represented at the event, and the hard work of each Ward Alliance was acknowledged.

The meeting discussed the size and location of the event, and it was suggested that the Town Hall be used as a venue in the future if at all possible.

RESOLVED that the minutes of the Central Area Council held on 18th May, 2015 be approved as a true and correct record.

4. **Performance Management Report**

The item was introduced by the Area Council Manager. Members considered Part A of the report containing cumulative performance figures to date.

Members discussed the newly added underpinning principle of Community Cohesion and Integration. It was agreed that this required further development, and consideration as to how this would be implemented in practice.

The meeting went on to consider Part B of the report, which considered the performance of individual contracts.

It was noted that although the formal performance information relating to the contract with Twiggs Grounds Maintenance had not been updated since the last meeting, satisfaction remained high with the service.

Similarly satisfaction was high with the contract delivered by Kingdom Security. Members noted that in May and June 171 notices were issued for litter, dog fouling and parking violations, and that more detail would be provided at the next meeting.

The meeting considered the YMCA contract and it was noted that the panel involved with the annual review of the contract were impressed with the quality of the work. All performance targets were either being met or had been exceeded. Members acknowledged that further detail on how the project would improve the health and wellbeing of young people would be considered at a future meeting. A discussion took place on the need to consider emotional and physical wellbeing, but to ensure that provision was in addition to specialist services such as CAMHS which were required to be provided at the appropriate level.

With regards to the RVS contract, it was noted that some performance measures remained rated red or amber. This was attributed to the original targets being over stretching, and it was noted that these had since been revised for the second year of the contract. Though year 1 targets had not been met, Members noted the impact the contract on the lives of older people in the area.

The meeting heard how a number of videos had been produced in order to tell stories, highlighting the impact of work being undertaken by Area Councils and Ward Alliances. A video <https://www.youtube.com/watch?v=Tkgf4I4xpSI> had been produced regarding the work to reduce loneliness and isolation, which the meeting watched and which they felt appropriately showcased the work of the RVS contract. It was suggested that the video be used to further promote the service to GPs.

Members were provided with an update on the contract with Core Assets. The meeting was reminded of the critical quarter three/annual review meeting. This was held on 4th June, 2015 and it was noted that the review panel still had concerns about the contract, including the numbers of young people attending three or more sessions. The panel had therefore recommended that the contract be terminated at the end of year one, on the 27th July, 2015. A decision was therefore taken by the Service Director, Stronger, Safer and Healthier Communities to issue appropriate notice of termination.

Noted was the £33,500 underspend expected from the Core Assets contract on year one, in addition to the £98,500 previously allocated to the second year of the contract.

Following the termination of the contract a sub-group was established to consider further provision for young people aged 13-19. The outcome of this was a proposal to fill a gap in provision. In the short term this consisted of a single 2 hour session in each of the Wards during a 4 week period in the summer, provided by BMBC Targeted Youth Support Service. These would take place at venues and times closely linked to the current schedule of Core Assets. The full cost of the organisation, coordination, and publicity of these sessions would be £5,900.

It was also suggested that a working group be convened to consider provision for 13-19 year olds in the medium term. It was proposed that at least one Member from each Ward be in attendance.

A brief update was given in relation to the Private Sector Housing Enforcement Service contract. Members were assured that the project was working well so far with 18 live cases, and a number of highly vulnerable tenants identified.

RESOLVED:-

- i) that the contents of the Performance Management Report be noted;
- ii) that the termination of the Core Assets contract be noted;
- iii) that £5,900 be allocated to the delivery of a single 2 hour session each week in each of the Wards for 4 weeks by BMBC Targeted Youth Support Service;
- iv) a sub-group be established to consider further provision for young people aged 13-19 in the medium term, with representation from each Ward.

5 Central Area Council Priorities 2015/16 update.

The item was introduced by the Area Council Manager. Attention was drawn to priorities that had recently been reaffirmed for 2015/16, the agreed actions, and the progress in implementing these.

Members considered the current financial forecast, noting that the figures did not include recent changes due to the Core Assets contract termination or the subsequent decision to provide short term provision by BMBC Targeted Youth Support Service. The income from enforcement notices was also acknowledged.

The meeting was reminded about the previous agreement to extend the Environmental Enforcement Contract to 31st March, 2016. However, should the Area Council wish to continue to fund such a service, it was noted that this would require retendering. As many of the Area Councils were intent on commissioning a similar service, this would require a joint tender with individual lots, and would take the procurement above EU thresholds. This would result in a longer lead time.

The complexity of the procurement process was discussed, and noted was the move away from bespoke individual contracts, with a focus on the Area, to one which provided a similar service across the Borough.

Members were reassured that, once the procurement was complete, this would result in each Area Council holding its own contract, with the ability to renew this annually subject to the satisfaction of the Area Council and availability of budgets. The meeting noted that this would require further discussion, and a formal decision to be made at a future meeting of the Area Council.

Members discussed the need to prevent littering and dog fouling in addition to enforcement. Reassurance was given that this is included in other commissions such as Twiggs Grounds Maintenance, and was also covered by the Love Where You Live programme.

RESOLVED:-

- i) that the update on progress to deliver against the re-affirmed Central Area Council priorities for 2015/16 be noted;
- ii) that the current and projected financial position for 2015/16 and 2016/16 be noted.
- iii) that a future meeting of the Area Council gives further consideration to the procurement of an Environmental Enforcement Service post 31st March, 2016.

6. Notes of the Ward Alliances

Members received the notes of Central Ward Alliance held on 22nd April, 2015; Dodworth Ward Alliance held on 19th May, 2015; Kingstone Ward Alliance held on 1st

June, 2015; Stairfoot Ward Alliance held on 11th May, 2015; and Worsbrough Ward Alliance held on 30th April, 2015.

The meeting heard how two schools in the Dodworth Ward were now no longer due to take part in the Junior Wardens scheme, leaving places so other areas could engage with the programme. Cllr Riggs agreed to circulate details to all Members of the Area Council.

RESOLVED that the notes from the Ward Alliances be received.

7. **Devolved Ward Budgets and Ward Alliance Funds**

The meeting received a report detailing expenditure from the Devolved Ward Budget and Ward Alliance Funds.

RESOLVED that the report be noted.

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Chair

Item 34

BARNSELY METROPOLITAN BOROUGH COUNCIL

CABINET

3rd June, 2015

1. **Present:** Councillors Houghton (Chairman), Bruff, Cheetham, Gardiner, Miller and Platts.

Councillors Cherryholme, Dures, Franklin and Mitchell were also in attendance.

2. **Declarations of Pecuniary and Non-Pecuniary Interests**

There were no declarations of pecuniary or non-pecuniary interests.

3. **Leader of the Council - Call-In of Cabinet Decisions**

The Leader reported that no decisions from the previous meeting held on 20th May, 2015 had been called-in.

4. **Minutes of the Meeting held on 20th May, 2015 (Cab.3.6.2015/3)**

The minutes of the meeting held on 20th May, 2015 were taken as read and signed by the Chairman as a correct record.

5. **Decisions of Cabinet Spokespersons (Cab.3.6.2015/4)**

The Record of Decisions taken by Cabinet Spokespersons under delegated powers during the week ending 29th May, 2015 were noted.

6. **Petitions Received Under Standing Order 44 (Cab.3.6.2015/5)**

It was reported that no petitions had been received under Standing Order 44.

7. **Leader – Scheme of Members' Allowances 2015/16 – Report of Independent Remuneration Panel (Cab.3.6.2015/6.1)**

RECOMMENDED TO COUNCIL ON 4TH JUNE, 2015:-

- (i) that the report of the Independent Remuneration Panel on their review of the Council's Scheme of Allowances, attached to the report now submitted, be noted;
- (ii) that the indexation formula within the Scheme of Allowances, linked to changes in officer remuneration, be retained and applied with effect from 1st April, 2015; and
- (iii) that the Member Development Working Party be requested to give consideration to the potential to create a link between remuneration, in particular in respect of the Basic Allowance, and participation in the Member Development Programme.

CABINET

3rd June, 2015

8. **Leader – The Local Authorities (Standing Orders) (England) (Amendment) Regulations 2015 – Amendments to Standing Orders and Appointment to Independent Person (Cab.3.6.2015/6.2)**

RECOMMENDED TO COUNCIL ON 4TH JUNE, 2015:-

- (i) that the Council make the appropriate amendments to its mandatory Standing Orders for Staffing to reflect the requirements of the Local Authorities (Standing Orders) (England) Regulations 2015;
- (ii) that appropriate amendments be made to the Council's Constitution to establish an Advisory Committee to make recommendations to any Disciplinary Panel convened in accordance with the Constitution to consider disciplinary action against the Head of Paid Service, Section 151 Officer and Monitoring Officer; and
- (iii) that applications be sought from suitably qualified persons to be appointed as additional "Independent Persons" under the Localism Act 2011 to sit on the relevant Advisory Committee.

9. **Cabinet Spokesperson Without Portfolio – Outside Body Representation – Changes to Ex-Officio Appointments, May 2015 (Cab.3.6.2015/7)**

RESOLVED that the changes to ex-officio appointments to outside bodies, as detailed in Appendix 1 to the report now submitted, be noted.

10. **Corporate Services Spokesperson – Corporate Plan 2015-2018 (Cab.3.6.2015/8.1)**

RESOLVED:-

- (i) that approval be given to the Council's Corporate Plan 2015-18, as detailed in Appendix 1 of the report now submitted;
- (ii) that approval be given for the three corporate priorities and twelve outcomes, supported by the previously agreed (Cab.15.1.2014/6) ten Future Council characteristics which will continue to be developed, improved and embedded across the organisation; and
- (iii) that the quarterly Corporate Plan performance reports be provided to Cabinet to ensure that the Council's progress and delivery be effectively managed and challenged, successes and achievements be celebrated and areas for improvement be identified and reviewed.

CABINET

3rd June, 2015

11. **Corporate Services Spokesperson – Quarter 4 2014/15 Performance Report (Cab.3.6.2015/8.2)**

RESOLVED:-

- (i) that the position set out in the report in relation to the delivery of the Corporate Plan outcomes and the issues raised by Members be noted;
- (ii) that the programme of follow-up reports which will be submitted throughout 2015/16 be agreed; and
- (iii) that the report be presented to the Overview and Scrutiny Committee to inform and support their ongoing work programme.

12. **Corporate Services Spokesperson – Corporate Finance Summary 2014/15 (Cab.3.6.2015/8.3)**

RESOLVED:-

- (i) that the 2014/15 draft revenue final accounts position, as detailed in the report now submitted, be noted;
- (ii) that the service operational under-spend of £0.039m be transferred into the Authority's strategic reserves;
- (iii) that the additional 'one off' resources received during the year and savings on capital financing costs totalling £0.5m be transferred into the Authority's strategic reserves;
- (iv) that the Authority's reserve strategy, which had previously committed all available resources for 2014/15 and 2015/16, be reviewed;
- (v) that agreement be given to earmark the carry forward revenue resources, as identified in Section 9 and Appendices A and B, subject to further reports being submitted for individual approvals where necessary;
- (vi) that a provision of £1.752m for bad debts be agreed for carry forward in 2015/16 and the prudent approach taken to calculating this amount be noted;
- (vii) that it be noted that the major ongoing variations set out in the report have already been taken into account in establishing the reduced 2015-17 resource envelopes for the Business Units that make up the new Future Council structure; and
- (viii) that the Director of Finance, Assets and Information Services submits a further report on the overall outturn position if any significant adjustments arise following external audit scrutiny.

CABINET

3rd June, 2015

13. **Corporate Services Spokesperson – Capital Final Accounts Summary 2014/15 (Cab.3.6.2015/8.4)**

RESOLVED:-

- (i) that the final position in relation to capital expenditure and resources for 2014/15, as detailed in the report now submitted, be noted; and
- (ii) that a review of the current capital programme priorities together with a process review be undertaken and reported back into Cabinet.

14. **Corporate Services Spokesperson – Housing Revenue Account – Provisional Revenue Final Accounts 2014/15 (Cab.3.6.2015/8.5)**

RESOLVED:-

- (i) that the 2014/15 provisional revenue final accounts, as detailed in the report now submitted, be noted;
- (ii) that the Director of Finance, Assets and Information Services submits a further report on the overall outturn position if there are significant adjustments to the accounts arising from external audit or other factors;
- (iii) that that the earmarked items within the working balance, as set out at Appendix C of the report, be approved;
- (iv) that the reduction of £0.292m in the management fee for Berneslai Homes Ltd be agreed subject to the Council's Nominated Representative being satisfied with the performance of the ALMO during 2014/15; and
- (v) that the HRA Reserve Strategy that is currently being developed be submitted to Cabinet as a separate report in early autumn.

15. **Corporate Services Spokesperson – Annual Report on Treasury Management and Leasing Activities and Actual Prudential Indicators 2014/15 (Cab.3.6.2015/8.6)**

RESOLVED:-

- (i) that the treasury management and leasing activities undertaken for the period 2014/15, as detailed in the report now submitted, be noted;
- (ii) that approval be given to the actual 2014/15 Prudential Indicators within the report; and
- (iii) that a review of the current treasury management activities (including the basis for setting Minimum Revenue Provision (MRP, PFI, re-financing) be undertaken and reported back into Cabinet.

CABINET

3rd June, 2015

16. **Corporate Services Spokesperson – Quarterly Analysis of Selective Voluntary Early Retirement and Voluntary Severance January – March, 2015 (Cab.3.6.2015/8.7)**

RESOLVED that the Selective Voluntary Early Retirement and Voluntary Severances which have taken place in the period January – March, 2015, as detailed in the report now submitted, be noted.

17. **Corporate Services Spokesperson – Managing Attendance Policy (Cab.3.6.2015/8.8)**

RESOLVED that approval be given to the implementation of the revised Managing Attendance Policy and Guidance, as set out in the report submitted, with effect from 1st July 2015.

18. **People (Safeguarding) Spokesperson – Barnsley Placement and Sufficiency Strategy for Children in Care: Progress Report (Cab.3.6.2015/9)**

RESOLVED:-

- (i) that the progress made together with the action taken to ensure compliance with the sufficiency duty for children in care, as detailed in the report submitted, be noted; and
- (ii) that it be noted that the service is on track to meet the cost targets, approved by Cabinet, for 2014/15, when originally considering the Strategy and Action Plan at its meeting on 26th March, 2014.

19. **Communities Spokesperson – Cost Pressures Incurred through the Needs of Homeless Young People Aged 16-18 (Cab.3.6.2015/10)**

RESOLVED that the actions endorsed by the Senior Management Team with regards to addressing the needs of young homeless people aged 16-18 in Barnsley, as follows, be noted:-

- (i) that the Communities Directorate and People Directorate will work together to ensure that the statutory requirements of both areas are met by the development of a Corporate Homelessness Strategy which will include a chapter on 16-18 youth homelessness;
- (ii) that both Directorates will work together to ensure that the re-commissioning of accommodation meets the needs of this group of young people in the most effective and economic way possible;
- (iii) that the Communities Directorate and People Directorate work together to deliver the pathway for young homeless people, focusing on prevention and reunification with their families and supported accommodation to help the small group of high need young people achieve positive citizenship;

CABINET

3rd June, 2015

- (iv) that the cost pressures for accommodating young homeless people in the Borough, be included in and monitored via the Placement and Sufficiency Strategy reporting process;
- (v) that sufficient supported accommodation provision for this group is considered as part of controlling the cost pressures incurred by this small but high cost cohort;
- (vi) that any re-commissioned accommodation must maintain a standard that can ensure a safe environment for this cohort; and
- (vii) that the housing needs of this group of young people are considered within the Housing Strategy and associated needs assessments.

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Chairman

Item 35

BARNSELY METROPOLITAN BOROUGH COUNCIL

CABINET

29th June, 2015

20. **Present:** Councillors Houghton (Chairman), Bruff, Cheetham, Gardiner, Howard, Miller and Platts.

Councillors Cherryholme, Franklin, Griffin and Mitchell were also in attendance.

21. **Declarations of Pecuniary and Non-Pecuniary Interests**

There were no declarations of pecuniary or non-pecuniary interests.

22. **Leader of the Council - Call-In of Cabinet Decisions**

The Leader reported that no decisions from the previous meeting held on 3rd June, 2015 had been called-in.

23. **Minutes of the Meeting held on 3rd June, 2015 (Cab.29.6.2015/3)**

The minutes of the meeting held on 3rd June, 2015 were taken as read and signed by the Chairman as a correct record.

24. **Decisions of Cabinet Spokespersons (Cab.29.6.2015/4)**

The Record of Decisions taken by Cabinet Spokespersons under delegated powers during the week ending 26th June , 2015 were noted.

25. **Petitions Received Under Standing Order 44 (Cab.29.6.2015/5)**

RESOLVED that the report notifying the receipt of the following petitions be noted and the recommended actions for responding to them be endorsed:-

- (a) Containing the signatures of approximately 1,700 signatories, in respect of a request for Children's Centres not to be closed, specifically 'Rising Stars' at Worsbrough Common.

The future of the Children's Centre Service is currently the subject of a public consultation. The comments in the petition will be considered together with the consultation responses.

26. **Corporate Services Spokesperson – Schools Capital Programme 2015/16, 2016/17 and 2017/18 (Cab.29.6.2015/6.1)**

RESOLVED:-

- (i) that that the amended capital costs of the schemes listed in Appendices B and C, of the report now submitted, be approved and financed from the existing 2015/16, 2016/17 and 2017/18 schools capital programme;

CABINET

29th June, 2015

- (ii) that the Director of Finance, Assets and Information Services, in consultation with the Corporate Services Cabinet Spokesperson, be authorised to vary the programme of works, and approve additional schemes, in the light of tenders received; and
- (iii) that the financial implications arising from the report be included in the capital programme and released in accordance with the Financial Regulations Code of Practice C5.2(a).

27. **Corporate Services Spokesperson – Equality Scheme 2015-18**
(Cab.29.6.2015/6.2)

RESOLVED:-

- (i) that approval be given to the Council's new Equality Scheme, set out in Appendix 1 of the report now submitted;
- (ii) that the eleven Equality Priorities set out in the Scheme be implemented to ensure that the Scheme makes a positive contribution towards the Council's Corporate Priorities; and
- (iii) that annual progress reports be provided to Cabinet to ensure that effective progress is being made.

28. **Place Spokesperson – Sports and Active Lifestyle Strategy (Cab.29.6.2015/7)**

RESOLVED:-

- (i) that approval be given to the Sport and Active Lifestyle Strategy, as detailed at Appendix A of the report now submitted; and
- (ii) that the Strategy be used to increase physical activity and improve related health outcomes for residents of the Borough.

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Chairman

Item 36



MEETING:	Cabinet
DATE:	Wednesday, 15 July 2015
TIME:	10.00 am
VENUE:	Reception Room, Barnsley Town Hall

MINUTES

Present Councillors Houghton (Chair), Andrews, Bruff, Cheetham, Gardiner, Howard, Miller and Platts

Members in Attendance: Councillors Cherryholme, Dures, Franklin, Griffin, Mitchell, Spence and Worton

29. Declaration of pecuniary and non-pecuniary interests

Councillor Andrews declared a non-pecuniary interest in Item 42 in his capacity as a Council representative on the Groundwork Dearne Valley Board of Directors.

30. Leader - Call-in of Cabinet decisions

The Leader reported that no decisions from the previous meeting held on 3rd June, 2015 had been called in.

31. Minutes of the previous meeting held on 29th June, 2015 (Cab.15.7.2015/3)

The minutes of the meeting held on 3rd June, 2015 were taken as read and signed by the Chair as a correct record.

32. Decisions of Cabinet Spokespersons (Cab.15.7.2015/4)

The Record of Decisions taken by Cabinet Spokespersons under delegated powers during the weeks ending 3rd and 10th July, 2015 were noted.

33. Petitions received under Standing Order 44 (Cab.15.7.2015/5)

It was reported that no petitions had been received under Standing Order 44.

34. Proposed Scrutiny Work Programmes for the 2015/16 Municipal Year (Cab.15.7.2015/6)

Councillor Worton, Chair of the Safeguarding Scrutiny Committee, attended the meeting and presented details of the Scrutiny Work Programme for 2015/16, including the Overview and Scrutiny Committee, Safeguarding Scrutiny Committee and three Scrutiny Task and Finish Groups. It was confirmed that consideration would be given to the issue of apprenticeships as part of one of the Task and Finish Group's work programme.

RESOLVED that the proposed Scrutiny Work Programmes for the 2015/16 Municipal Year be approved, as outlined in Section 5 of the report now submitted, whilst acknowledging that these are subject to change should any urgent issues arise.

35. Council Nomination to the Berneslai Homes Board (Cab.15.7.2015/7.1)

RECOMMENDED TO COUNCIL ON 30TH JULY, 2015 that approval be given to the nomination of Councillor Pourali to the Berneslai Homes Board to replace former Councillor Tom Sheard.

36. Appointment to the Sheffield City Region Audit Committee (Cab.15.7.2015/7.2)

RECOMMENDED TO COUNCIL ON 30TH JULY, 2015 that approval be given to the appointment of Councillors Ennis and P. Birkinshaw as Barnsley MBC's representatives on the Sheffield City Region Audit Committee.

37. Appointment of Representative to the Dearne Valley Landscape Partnership Board (Cab.15.7.2015/7.3)

RECOMMENDED TO COUNCIL ON 30TH JULY, 2015 that approval be given to the appointment of a Councillor Noble to the Dearne Valley Landscape Partnership Board.

38. Shared Parental Leave and Pay Policy (Cab.15.7.2015/8)

RESOLVED that approval be given to the implementation of the Shared Parental Leave Policy, as detailed in the report now submitted, with effect from 5th April, 2015, which was the date Shared Parental Leave became a legal entitlement.

39. Review of District Markets (Cab.15.7.2015/9.1)

RESOLVED:-

- (i) that the findings of the District Markets Review and the headline findings summarised in the report now submitted, be noted;
- (ii) that approval be given to the proposed interventions set out in the report and the intention to undertake further community engagement; and
- (iii) that approval be given for the proposal to work with the local community and traders in Goldthorpe to move towards a hand over of the Goldthorpe market following an initial trial and transition period.

40. Local Plan Local Development Scheme and Statement of Community Involvement (Cab.15.7.2015/9.2)

RESOLVED:-

- (i) *that the Local Development Scheme document, which includes a revised programme for preparation of the Local Plan, as set out in the report now submitted, be approved and made available on the Council's website;*

- (ii) that the revised Statement of Community Involvement, as attached to the report now submitted, be approved for public consultation; and*
- (iii) that authority be delegated to the Cabinet Spokesperson for Place to approve the final version of the Statement of Community Involvement, including any minor amendments that may be required following public consultation.*

**41. Revised Anti-Social Behaviour Policy and Delegated Powers
(Cab.15.7.2015/10.1)**

RESOLVED:-

- (i) that the new Anti-Social Behaviour Policy, as detailed in Appendix 1 of the report now submitted, be endorsed and the requirement to focus upon the needs of the victims be acknowledged;
- (ii) that relevant powers, set out in Appendix 2, be delegated to those officers as indicated;
- (iii) that it be noted that the Policy had been developed in conjunction with partners and that agreement will be made with Berneslai Homes in terms of discharging the requirements of the Policy between the Council and Berneslai Homes; and
- (iv) that decisions pertaining to the application for Public Place Protection Orders be delegated to the Cabinet Member for Communities, subject to any formal objections being reported to Cabinet.

42. Update to the Groundwork Dearne Valley Allotment Management Contract and Associated Allotment Fees (Cab.15.7.2015/10.2)

RESOLVED:-

- (i) that the progress made by Groundwork Dearne Valley through the first year (2014/15) of the contract in respect of the management of the Council's allotments, as detailed in Appendix C of the report now submitted, be noted; and
- (ii) that approval be given to increase the allotment fees by 6% for introduction in 2016/17, and similar increases over the further two years to bring Barnsley's rates in line with neighbouring authorities.

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Chair

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Declarations of Interest contained within the Minute Book

The following Members declared an interest in the minutes indicated:-

<u>Councillor</u>	<u>Minute No.</u>	<u>Subject</u>	<u>Interest</u>
<u>South Yorkshire Fire and Rescue Authority</u>			
Cllr Cave	--	All items	Non-Pecuniary – Husband is the Education Director for the Fire Brigade's Unit
<u>Regulatory Boards</u>			
<u>Planning</u>			
Cllr Hayward	5(ii)	Planning Application 2015/0418 – Change of Use from Residential (C3) to Private Care Home (C2), 153 Barnsley Road, Cudworth, Barnsley	Non-Pecuniary – Local Ward Member
Cllr Franklin	5(i)	Planning Application 2015/0365 – Alterations to Building include a new entrance, pitched roof, alterations to entrance and new fencing at Woodhall Flats, Barnsley Road, Darfield, Barnsley	Non-Pecuniary – Member of Berneslai Homes Board
Cllr Hayward	9(i)	Planning Application 2015/0418 – Change of Use from Residential (C3) to Private Care Home (C2), 153 Barnsley Road, Cudworth, Barnsley	Non-Pecuniary – Local Ward Member
Cllr Hand-Davis	9(ii)	Planning Application 2014/1240 – Erection of 4 no. detached dwellings with associated access, parking and landscape at land off Huthwaite Lane, Thurgoland	Non-Pecuniary – Local Ward Member
<u>Overview and Scrutiny Committee</u>			
Cllr Ennis	4	Corporate Plan Performance Report – Insofar as the discussion related to Berneslai Homes	Non-Pecuniary – Berneslai Homes Board Member
<u>Cabinet</u>			
Cllr Andrews	42	Update to the Groundwork Dearne Valley Allotment Management Contract and Associated Allotment Fees	Non-Pecuniary – Representative on Groundwork Dearne Valley Board of Directors

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