

<b>MEETING:</b>	Full Council
<b>DATE:</b>	Thursday, 29 March 2018
<b>TIME:</b>	10.30 am
<b>VENUE:</b>	Council Chamber, Barnsley Town Hall

## AGENDA

### 1. Declarations of Interests

To receive any declarations of interest of a pecuniary or non-pecuniary nature from Members in respect of the items on this agenda.

### 2. Minutes (Pages 5 - 26)

To approve as a correct record the minutes of the meeting of the Council held on the 1<sup>st</sup> and 22<sup>nd</sup> February, 2018.

### 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. 11.

### 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**

*Any Member of the Council shall have the opportunity to comment on any matters referred to in the following minutes.*

*The relevant representatives shall then be given the opportunity to respond to any comments made by Members on those minutes.*

### 6. South Yorkshire Pensions Authority - 18th January, 2018 (Pages 27 - 32)

### 7. South Yorkshire Fire and Rescue Authority - 22nd January, 2018 (Pages 33 - 40)

### 8. Sheffield City Region Combined Authority - 25th January, 2018 (Pages 41 - 46)

### 9. Police and Crime Panel (Draft) - 2nd February, 2018 (Pages 47 - 58)

### **Minutes of the Regulatory Boards**

### 10. Planning Regulatory Board - 23rd January, 2018 (Pages 59 - 62)

### 11. Planning Regulatory Board - 20th February, 2018 (Pages 63 - 64)

12. General Licensing Regulatory Board - 21st February, 2018 (*Pages 65 - 68*)
13. Statutory Licensing Regulatory Board - 21st February, 2018 (*Pages 69 - 72*)
14. General Licensing Panel - Various (*Pages 73 - 76*)
15. Appeals, Awards and Standards - Various (*Pages 77 - 78*)

#### **Minutes of the Health and Wellbeing Board**

16. Health and Wellbeing Board - 30th January, 2018 (*Pages 79 - 84*)

#### **Minutes of the Scrutiny Committees**

17. Overview and Scrutiny Committee - 30th January, 2018 (*Pages 85 - 90*)
18. Overview and Scrutiny Committee Minutes - 6th March 2018 (*Pages 91 - 94*)

#### **Minutes of the Area Councils**

19. Central Area Council - 8th January, 2018 (*Pages 95 - 100*)
20. Dearne Area Council - 22nd January, 2018 (*Pages 101 - 106*)
21. North Area Council - 22nd January, 2018 (*Pages 107 - 112*)
22. North East Area Council Minutes - 1st February 2018 (*Pages 113 - 118*)
23. Penistone Area Council - 8th February, 2018 (*Pages 119 - 124*)
24. South Area Council - 23rd February, 2018 (*Pages 125 - 130*)

#### **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.*

25. Grant of new 22 year lease by the Council as trustee to Higham Cricket Club of the Cricket Ground which forms a part of land known as Higham Miners Institute and Recreation Ground (Cab.7.2.2018/9) (*Pages 131 - 138*)

#### **RECOMMENDED TO COUNCIL:**

- (i) that, subject to the statutory procedures under the Charities Act 2011 being complied with, the Council in its capacity as Trustee of Higham Miners Institute and Recreation Ground approve the proposal of a new lease to Higham Cricket Club of their ground at Higham Common to replace two existing leases to Higham Cricket Club which expire in 2024 and 2029;

- (ii) that the Service Director Assets be authorised to finalise heads of terms for the new lease to Higham Cricket Club; and
- (iii) that the Executive Director Core Services be authorised to complete the lease to Higham Cricket Club.

**26. 2018/19 Pay Policy (Cab.7.3.2018/11) (Pages 139 - 154)**

**RECOMMENDED TO COUNCIL** that approval be given to the implementation of the 2018/19 Pay Policy Statement, contained at Appendix 1 of the report now submitted, with effect from 1<sup>st</sup> April, 2018.

**27. Registration Service: Transfer of Position of Proper Officer Following Future Council Restructure (Cab.21.3.2018/9) (Pages 155 - 158)**

**RECOMMENDATION TO COUNCIL:**

- (i) that the statutory role of the Proper Officer for the registration of Births, Deaths and Marriages be transferred from the Service Director Customer Services to the Service Director Customer, Information and Digital Services with immediate effect;
- (ii) that the role of Proper Officer's Representative be transferred from the Head of Service Customer Service Operations to the Head of Service Customer Support and Development with immediate effect; and
- (iii) that the power to licence approved premises for the conduct of Marriages and Civil Partnerships be delegated to the Service Director Customer Information and Digital Services.

**Minutes of the Cabinet Meetings**

- 28. Cabinet - 24th January, 2018 (Pages 159 - 160)**
- 29. Cabinet - 7th February, 2018 (Pages 161 - 168)**
- 30. Cabinet - 21st February, 2018 (Pages 169 - 172)**
- 31. Cabinet - 7th March, 2018 (Pages 173 - 178)**

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

**Schedule of Declarations - copy attached**



Diana Terris  
Chief Executive

Wednesday, 21 March 2018

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<b>MEETING:</b>	Full Council
<b>DATE:</b>	Thursday, 1 February 2018
<b>TIME:</b>	10.30 am
<b>VENUE:</b>	Council Chamber, Barnsley Town Hall

## MINUTES

### Present

The Mayor (Councillor Ennis)

Central Ward	- Councillors D. Birkinshaw, Bruff and M. Dyson
Cudworth Ward	- Councillors Hayward, Houghton CBE and C. Wraith MBE
Darfield Ward	- Councillors Coates, Markham and Saunders
Darton East Ward	- Councillors Charlesworth, Miller and Spence
Darton West Ward	- Councillors Burgess, Cave and Howard
Dearne North Ward	- Councillors Gardiner, Gollick and Phillips
Dearne South Ward	- Councillors C. Johnson and Noble
Dodworth Ward	- Councillors P. Birkinshaw, J. Carr and Riggs
Hoyland Milton Ward	- Councillors Franklin, Shepherd and Stowe
Kingstone Ward	- Councillors Mitchell, Murray and Williams
Monk Bretton Ward	- Councillors S. Green, Richardson and Sheard
North East Ward	- Councillors Hampson and Higginbottom
Old Town Ward	- Councillors Lofts
Penistone East Ward	- Councillors Barnard, Hand-Davis and Wilson
Penistone West Ward	- Councillors Millner and Unsworth
Rockingham Ward	- Councillors Andrews BEM, Lamb and Sumner
Royston Ward	- Councillors Cheetham, Clements and Makinson
St. Helen's Ward	- Councillors Leech, Platts and Tattersall
Stairfoot Ward	- Councillors K. Dyson, W. Johnson and Mathers
Wombwell Ward	- Councillors Frost and R. Wraith
Worsbrough Ward	- Councillors G. Carr, Clarke and Pourali

### 170. Presentation by the Royal British Legion

The Mayor, Councillor Ennis, asked Members of the Council if he could break with tradition in order to allow a very special presentation by Mr Goff Griffiths, the Chair of the Barnsley Royal British Legion.

Mr Griffiths then addressed the Council and explained that Barnsley was one of only two Councils in the whole of the UK, France and Spain which granted a street licence for a full three weeks to enable volunteers to collect for the Poppy Appeal. A number of Councils gave three or seven day licences but it was only Barnsley and Thanet that gave permission for the full three weeks.

The Council, through the Mayor's Office, also assisted with the parades and events that occurred within the town and in addition, individual Councillors and Members of staff (via the Council's 'Volunteering Scheme' and also in their own time) assisted with the poppy appeal collections and other events.

In recognition of this, the Royal British Legion both locally and nationally presented to the Mayor a Certificate of Thanks from the National Team Leader of the Legion.

The Mayor in graciously accepting this Certificate on behalf of the Council felt that this was something which the Council was very proud to receive. The Council last week had hosted a reception for the Army and Sea Cadets from the Town and Mr Griffiths had informed the Mayor of a number issues relating to the British Legion Poppy Appeal Campaign. It was a three week campaign and the Barnsley Region (which covered the former County Borough Area) had raised £91,000 and this was something that everyone could be very proud of and was testament to all the hard work and dedication to all volunteers who had participated in the campaign.

Members of the Council expressed their appreciation for the receipt of this Certificate in the usual manner.

#### **171. Councillor N Sumner**

The Mayor and Members of the Council welcomed Councillor Sumner to this her first Council meeting since being elected to the Council on the 23<sup>rd</sup> November, 2017.

#### **172. Declarations of Interests**

Councillor Clements declared a non-pecuniary interest in Minute No. 180 'Minutes of the Police and Crime Panel – 9<sup>th</sup> November, 2017' insofar as the discussion related to the appointment of his son as the Chief Finance and Commissioning Officer to the office of the South Yorkshire Police and Crime Commissioner.

Councillors Makinson, Pourali and Unsworth declared a non-pecuniary interest in Minute No. 202 'Housing Revenue Account – Draft Budget 2018/19 and Housing Capital Investment Programme 2018/23 in view of their membership of the Berneslai Homes Board.

Councillor W Johnson declared a non-pecuniary interest in Minute 175 (c) 'Barnsley Market' in view of him being a Market Trader.

#### **173. Policing in South Yorkshire**

The Committee received a presentation by Dr A Billings, Police and Crime Commissioner for South Yorkshire, and the Chief Constable, Mr S Watson, on Policing in South Yorkshire with particular reference to Policing in Barnsley.

Dr Billings thanked the Mayor and Members of the Council for the invitation to attend the meeting. He explained that the Police and Crime Plan 2017-2021, a copy of which was provided for all Members of the Council, was being refreshed and was a key document for every Force and set out the key priorities for the year ahead.

He outlined the key priorities namely:

- Protecting vulnerable people
- Tackling crime and anti-social behaviour
- Treating people fairly

and explained that these had been developed from conversations held with members of the public, Councillors and Partner organisations. Essentially, the overriding message was that people wanted South Yorkshire to be a safe place to live and work. A summary of the 2017-2021 Plan was also provided which gave a brief outline of how these priorities were being delivered, what the Police were required to do and how he, as the Police and Crime Commissioner, would know how they were performing

The current review which involved a similar consultation exercise, of which this presentation was part, would result in a revised Plan being issued in April and comments were required to be submitted as a matter of urgency.

Dr Billings then went on to report on other issues affecting the South Yorkshire Police and particularly on the setting of the police budget and precept. Whilst the Government had allowed the Force to increase the precept by £12 on a Band D property, this did still not provide sufficient finance to allow for inflation and Police salary increases so there would still be a need to look for financial savings which would leave the South Yorkshire Force in a difficult financial position.

The Chief Constable then gave an update of the new model for Neighbourhood Policing introduced within South Yorkshire recently which was at the front and centre of the Police and Crime Commissioners requirements.

In explaining the rationale for its re-introduction, the consultation that had taken place to plan the Service and how Neighbourhood Policing would operate he made reference to:

- The delivery of the Service which would include a number of organisations (including the Council) working in Partnership to deliver results in a joint way
- The way in which the initiative would protect, through early intervention and prevention, all people and particularly the vulnerable.
- The way in which the Service would work proactively with the Council and Partner organisations to understand and prevent crime
- The ways in which anti-social behaviour would be tackled

- The engagement and communication with the local community by listening to and prioritising concerns which would help the Force understand the issues that mattered most to that community
- The Barnsley Neighbourhood Policing structure including the staffing which was designed to meet specific community needs. In this respect he outlined
  - The co-location of Police and Partner organisations
  - some of the ways in which the service was changing and the improvements that were now being seen which could result, in some cases, in significant savings both to the Force and to partner organisations – the Local Authority and PCP in particular
  - the training courses being supported
- The consideration of introduction of community hubs
- The success of the Neighbourhood Policing Model which was now being rolled out across the country as an exemplar of good practice

The two presentations engendered a full and frank discussion during which matters of a detailed and general nature were raised and answers given to Members questions where appropriate. Particular reference was made, amongst other things, to the following:

- The current situation with regard to the volume of 101 and 999 calls which were in excess of the current capacity available at the call centre and, arising therefrom, on the development of the Force Telephone system and IT infrastructure, the benefits this would achieve and how this would hopefully rectify the situation
- The decision to provide a Force hub in Penistone and the Chief Constables agreement to attend further public meetings in the area.
- Arising out of the above discussion the Chief Constable also made reference to:
  - the increasing use of volunteers
  - the strategy for policing rural areas
- The Police Estates Strategy, which was currently under consideration and which could, in some areas, lead to increasing co-location of staff
- The need to undertake further analysis of issues surrounding children , young people and older people going missing
- Despite the budgetary restrictions facing the Force, there was no intention of reneging on the Neighbourhood Policing focus
- The Force's strategy and justification for the use of Tasers
- The ways in which the Police and Crime Commissioner held the Police to account
- The Force's stance in relation to psychoactive substances

The Mayor and Members of the Council thanked, in the usual manner, Dr A Billings (Police and Crime Commissioner) and Chief Constable S Watson for their presentations and for answering Members questions.

## **174. Minutes**

The minutes of the meeting held on 23<sup>rd</sup> November, 2017 were taken as read and signed by the Chair as a correct record.



## 175. Communications

### (a) Archives Service

The Chief Executive was delighted to inform the Council that the Archives Service had received Accredited Status in a new scheme introduced by the National Archive.

Accreditation was the UK quality standard which recognised good performance in all areas of the archive service delivery. Achieving accredited status was a huge achievement and demonstrated that Barnsley Archives had clearly met defined national standards relating to management and resourcing; the care of its unique collections and what the service offered to its entire range of users.

Receiving this recognition from the National Archives was a milestone for the Service and recognised all the hard work undertaken in recent years to make the collections more easily accessible to researchers. Thousands more people were engaging with Barnsley's rich heritage than ever before and this award was a reflection of the hard work and dedication of all the staff.

Paul Stebbing (Archives and Local Studies Officer) and David Blunden (Local Studies Librarian) were in the Chamber this morning and congratulations were expressed to all involved

Councillor Miller (Cabinet Spokesperson for Place) also expressed his congratulations on behalf of all Elected Members at the tremendous achievement of the Service in being accredited at the first attempt. He was pleased to say that the assessors had been so impressed by the Archives Service in Barnsley that there was no need to apply for accreditation for a further 6 years. He wished to thank Paul Stebbing and David Blunden for their teamwork and dedication to the Service

The Mayor and Members of the Council expressed their congratulations and thanks to all concerned in the usual manner.

### (b) Dearne Valley Landscape Partnership Award

The Chief Executive reported that the Dearne Valley Landscape Partnership (DVLP) had received the Lynne Farrell Group Award for Biological Recording. This National Award was presented by the National Biodiversity Network and was supported by the Field Studies Council.

The National Biodiversity Network was the UK's largest partnership for nature, which had been championing the sharing of biological data since 2000. To win this award against the very stiff competition and a great many entries was a real achievement both locally and nationally, helping to put the Dearne on the map.

The winning project had been led on behalf of the Dearne Valley Landscape Partnership by Community Officer by Roseanna Burton (Community Heritage Officer) working in partnership with local naturalist Derek Whiteley and volunteers and tutors of the Sorby Invertebrate Group as part of the Sorby Natural History Society.

This was another example of the brilliant work being undertaken in the Dearne Valley and Roseanna Burton and the DVLP Manager Richard King were in the Chamber this morning to accept the award. Congratulations were offered to all those involved in this achievement.

Councillor Miller (Cabinet Spokesperson for Place) also expressed his congratulations on behalf of all Elected Members to the Team for this outstanding achievement. The DVLP worked very closely with the volunteers and local organisations and this had helped them to achieve this award and make the Programme a success over the last two years.

The DVLP had trained and developed skills of over 420 residents in wildlife identification and surveying through 35 free training workshops. As a result volunteers had contributed to an estimated 10,000 new biological records into the local records centre in the last 24 months. He also wished to add his own congratulations to the Team and to volunteers for all their hard work and dedication.

The Mayor and Members of the Council expressed their congratulations and thanks to all involved in the usual manner.

(c) Barnsley Market

The Chief Executive reported that Barnsley Market had received the National Award for Best Indoor Market in the country by the National Association of British Market Authorities which recognised the investment in the temporary markets as part of the Glass Works Project, partnership working with Barnsley College and the NHS and its Youth Market Programme.

The Markets Team had been praised for the work they had undertaken with traders to promote their businesses and was also recognised for their work over the last three years to enable the redevelopment of the Town Centre whilst keeping the market traders fully engaged in the process.

Ultimately, however, the reward was in recognition of the commitment of the traders to make the market a vibrant and welcoming place for its customers and Rose Dyson of Pura Cosmetics (who was currently studying for her A Levels whilst being a young entrepreneur) and Dave and Paul Wilson of Dave & Dave Fruit and Veg and Market Inspector Neil Hardcastle were welcomed into the Chamber this morning. Congratulations were offered to all involved in this achievement.

Councillor Miller (Cabinet Spokesperson for Place) also expressed his congratulations on behalf of all Elected Members and especially to the Market Traders for all their hard work and dedication in what was a difficult period for them. The Council was in the process of enabling the re-building of the Town Centre, a £130m project the centrepiece of which was the Market. It was recognised that this was a difficult time but he was looking forward to 2020 when the new market would be operating.

Councillor W Johnson (Chair of Scrutiny) commented that it would be remiss of him not to comment on this award given that he was a market trader. This had been a long journey for the Town Centre with a number of schemes being

proposed over a number of years. The current scheme which was now being developed was enabling fantastic results to be achieved. To win such an award as this for a temporary market was not only a wonderful achievement but also set the bar extremely high for the development of the permanent market. Seeing the presentation of the proposals last week, the projected look of the new Town Centre was tremendous. The main issue, however, was that it was the traders who made the market. It was important that once the new market was open, the same 'offer' of stalls and services was available to the public who had loved this market over many years since 1249. He also expressed his congratulations to all involved.

The Mayor and Members of the Council expressed their congratulations and thanks to all involved in the usual manner.

**176. Questions by Elected Members**

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

**177. 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.

**178. Sheffield City Region Combined Authority - 30th October, 2017**

**RESOLVED** that the minutes be noted.

**179. Sheffield City Region Combined Authority (Draft) - 11th December, 2017**

**RESOLVED** that the minutes be noted.

**180. Police and Crime Panel - 9th November, 2017**

**RESOLVED** that the minutes be noted.

**181. Police and Crime Panel (Draft) - 15th December, 2017**

**RESOLVED** that the minutes be noted.

**182. South Yorkshire Fire and Rescue Authority (Draft) - 27th November, 2017**

**RESOLVED** that the minutes be noted.

**183. South Yorkshire Pensions Authority - 30th November, 2017**

**RESOLVED** that the minutes be noted.

**184. Planning Regulatory Board - 21st November, 2017**

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 the 21<sup>st</sup> November, 2017 be received.

**185. Audit Committee - 6th December, 2017**

Moved by Councillor Clements – Seconded by Councillor Barnard; and

**RESOLVED** that the minutes as printed and now submitted of the proceedings of the Audit Committee held on the 6<sup>th</sup> December, 2017 be received.

**186. Planning Regulatory Board - 19th December, 2017**

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 the 19<sup>th</sup> December, 2017 be received.

**187. General Licensing Regulatory Board - 20th December, 2017**

Moved by Councillor C Wraith MBE – Seconded by councillor Tattersall; and

**RESOLVED** that the minutes as printed and now submitted of the proceedings of the General Licensing Regulatory Board held on the 20<sup>th</sup> December 2017 be received.

**188. Statutory Licensing Regulatory Board - 20th December, 2017**

Moved by Councillor C Wraith MBE – Seconded by Councillor Tattersall; and

**RESOLVED** that the minutes as printed and now submitted of the proceedings of the Statutory Licensing Regulatory Board held on the 20<sup>th</sup> December, 2017 be received.

**189. Audit Committee - 17th January, 2018**

Moved by Councillor Clements - Seconded by Councillor Barnard; and

**RESOLVED** that the minutes now submitted of the proceedings of the Audit Committee held on the 17<sup>th</sup> January, 2018 be received.

**190. General Licensing Panel - Various**

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

**RESOLVED** that the details of the General Licensing Regulatory Board Panel meetings held in the last cycle of meetings together with their decision be received.

**191. Appeals, Awards and Standards - Various**

Moved by Councillor Shepherd – Seconded by Councillor Makinson; 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.

**192. Overview and Scrutiny Committee - 5th December, 2017**

Moved by Councillor W Johnson – Seconded by Councillor Makinson; and

**RESOLVED** that the minutes as printed and now submitted of the proceedings of the Overview and Scrutiny Committee held on the 5<sup>th</sup> December, 2017 be received.

**193. Overview and Scrutiny Committee - 9th January, 2018**

Moved by Councillor W Johnson – Seconded by Councillor Makinson; and

**RESOLVED** that the minutes as printed and now submitted of the proceedings of the Overview and Scrutiny Committee held on the 9<sup>th</sup> January, 2018 be received.

**194. Central Area Council - 6th November, 2017**

Moved by Councillor Riggs – Seconded by Councillor Pourali; and

**RESOLVED** that the minutes as printed and now submitted of the proceedings of the Central Area Council held on the 6<sup>th</sup> November, 2017 be received.

**195. Dearne Area Council - 20th November, 2017**

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 the 20<sup>th</sup> November, 2017 be received.

**196. North Area Council - 20th November, 2017**

Moved by Councillor Leech – Seconded by Councillor Platts; and

**RESOLVED** that the minutes as printed and now submitted of the proceedings of the North Area Council held on the 20<sup>th</sup> November, 2017 be received.

**197. North East Area Council - 30th November, 2017**

In Moving the minutes of the North East Area Council held on the 30<sup>th</sup> November, 2017, Councillor Hayward paid tribute to Mr Paul Jolley (Community Development Officer in the North East Area Team) who had passed away on the 20<sup>th</sup> January, 2018 aged 45. Mr Jolley was remembered for his hard work and dedication to the Council over a number of years and would be sadly missed by Councillors, colleagues and friends. Condolences were expressed to his wife and family. These comments were echoed by several other Councillors and by the Mayor

The minutes were then 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 the 30<sup>th</sup> November, 2107 be received.

**198. Penistone Area Council - 7th December, 2017**

Moved by Councillor Barnard – Seconded by Councillor Wilson; and

**RESOLVED** that the minutes as printed and now submitted of the proceedings of the Penistone Area Council held on the 7<sup>th</sup> December, 2107 be received.

**199. South Area Council - 15th December, 2017**

Moved by Councillor Stowe - Seconded by Councillor Frost; and

**RESOLVED** that the minutes as printed and now submitted of the proceedings of the South Area Council held on the 15<sup>th</sup> December, 2017 be received.

**200. Combined Authority (Mayoral Elections) Order 2017 - Appointment of Local Returning Officer**

The report of the Executive Director Core Services recommending, in accordance with the Combined Authority (Mayoral Elections) Order 2017, the appointment of a Local Returning Officer for the Council at the Combined Authority Mayoral Elections to be held in May 2018 was:

Moved by Councillor Gardiner – Seconded by Councillor Franklin; and

**RESOLVED** that the Chief Executive, Diana Terris, be appointed as the Local Returning Officer for the Council at the Combined Authority Mayoral Elections.

**201. Appointment of Member to Regulatory Boards**

Moved by Councillor Howard – Seconded by Councillor Shepherd; and

**RESOLVED** that Councillor Sumner be appointed to fill the vacancies on the General Licensing, Statutory Licensing and Appeals, Awards and Standards Regulatory Boards.

**202. Housing Revenue Account - Draft Budget 2018/19 and Housing Capital Investment Programme 2018-2023 (Cab.10.01.2018/10)**

Moved by Councillor Gardiner – Seconded by Councillor Franklin; and

**RESOLVED**

- (i) that the Housing Revenue Account Draft Budget for 2018/19 as detailed in the report now submitted be approved, with any final amendments/additions being delegated to the Cabinet Spokesperson for Place and the Executive Director for Place in consultation with Cabinet Spokesperson for Core Services and Service Director Finance (Section 151);
- (ii) that the Development Proposals for 2018/19 as set out in Appendix C and Section 3.10 - 3.21 of the report be agreed;
- (iii) that the Service Charge Proposals for 2018/19 as set out at Appendix E and Sections 3.33 and 3.35 of the report be approved;

- (iv) that the 2018/19 Berneslai Homes Management Fee at Section 3.45 of the report be approved with any final amendments/additions being delegated to the Service Director Culture, Housing and Regulation and the Executive Director Place in consultation with the Cabinet Spokesperson for Place;
- (v) that the use of Unallocated Working Balances as outlined in Section 3.30 – 3.31 of the report be approved;
- (vi) that the Council Housing Capital Investment programme for 2022/23 be approved;
- (vii) that a rent reduction in line with Government's rent policy be approved; and
- (viii) that the Board of Berneslai Homes be authorised to vary any of the approved core capital schemes subject to a maximum variation on existing budgets of £250,000, with variations above this amount carried out in agreement with the Executive Director Place and the Cabinet Spokesperson for Place.

**203. Community Asset Transfer; The Pavilion, Brierley Park, Brierley Grant Of A 25 Year Lease By The Council As Trustee Of The Miners Welfare Recreation Ground, Brierley, To Brierley Playmates (Cab.10.01.2018/12)**

Moved by Councillor Gardiner – Seconded by Councillor Franklin; and

**RESOLVED**

- (i) that, subject to the statutory procedures under the Charities Act 2011 being complied with, the Council, in its capacity as Trustee of the Brierley Miners Welfare Scheme, approves the grant of a 25 year lease to Brierley Playmates, as detailed in the report submitted;
- (ii) that the Service Director Assets be authorised to finalise the Heads of Terms for the proposed 25 year lease, in accordance with charity legislation; and
- (iii) that the Executive Director Core Services be authorised to complete the lease to Brierley Playmates.

**204. Home to School Travel Assistance Policy 2018 - 2020 (Cab.10.01.2018/14)**

Moved by Councillor Miller – Seconded by Councillor Frost; and

**RESOLVED**

- (i) that the consultations and findings set out in the updated Home to School/College Travel Assistance Policy 2018 – 2020 be noted;
- (ii) that support be given to the strategic drive of alternative transport provisions such as travel training, the use of personal budgets and mileage payments, where appropriate, to be used as a way of developing independence in children, providing them with life skills and preparing them for further education, apprenticeships or further employment;

- (iii) that the continued engagement with parents, carers and key professional stakeholders to produce operational guidelines to support the Travel Assistance Policy be supported; and
- (iv) that support be given to the recommendation that Full Council approves the Home to School/College Travel Assistance Policy 2018 – 2020.

**205. Cabinet - 15th November, 2017**

Moved by Councillor Sir Steve Houghton CBE – Seconded by Councillor Andrews BEM; and

**RESOLVED** that the minutes as printed and now submitted of the proceedings of the Cabinet meeting held on the 15<sup>th</sup> November, 2017 be received.

**206. Cabinet - 29th November, 2017**

Moved by Councillor Sir Steve Houghton CBE – Seconded by Councillor Andrews BEM; and

**RESOLVED** that the minutes as printed and now submitted of the proceedings of the Cabinet meeting held on the 29<sup>th</sup> November, 2017 be received.

**207. Cabinet - 13th December, 2017**

Moved by Councillor Sir Steve Houghton CBE – Seconded by Councillor Andrews BEM; and

**RESOLVED** that the minutes as printed and now submitted of the proceedings of the Cabinet meeting held on the 13<sup>th</sup> December, 2017 be received.

**208. Cabinet - 10th January, 2018**

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

**RESOLVED** that the minutes as printed and now submitted of the proceedings of the Cabinet Meeting held on the 10<sup>th</sup> January, 2018 be received.

.....  
Chair



<b>MEETING:</b>	Full Council
<b>DATE:</b>	Thursday, 22 February 2018
<b>TIME:</b>	10.30 am
<b>VENUE:</b>	Council Chamber, Barnsley Town Hall

## MINUTES

### Present

The Mayor (Councillor Ennis)

Central Ward	- Councillors D. Birkinshaw, Bruff and M. Dyson
Cudworth Ward	- Councillors Hayward, Houghton CBE and C. Wraith MBE
Darfield Ward	- Councillors Coates and Saunders
Darton East Ward	- Councillors Charlesworth, Miller and Spence
Darton West Ward	- Councillors Burgess, Cave and Howard
Dearne North Ward	- Councillors Gardiner and Gollick
Dearne South Ward	- Councillors C. Johnson, Noble and Sixsmith MBE
Dodworth Ward	- Councillors J. Carr and Riggs
Hoyland Milton Ward	- Councillors Franklin, Shepherd and Stowe
Kingstone Ward	- Councillors Mitchell, Murray and Williams
Monk Bretton Ward	- Councillors S. Green, Richardson and Sheard
North East Ward	- Councillors Hampson and Higginbottom
Old Town Ward	- Councillors Lofts
Penistone East Ward	- Councillors Barnard and Wilson
Penistone West Ward	- Councillors David Griffin, Millner and Unsworth
Rockingham Ward	- Councillors Andrews BEM and Sumner
Royston Ward	- Councillors Cheetham, Clements and Makinson
St. Helen's Ward	- Councillors Platts and Tattersall
Stairfoot Ward	- Councillors W. Johnson and Mathers
Wombwell Ward	- Councillors Frost, Daniel Griffin and R. Wraith
Worsbrough Ward	- Councillors G. Carr, Clarke and Pourali

### 209. Declarations of Interests

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

## **210. Suspension of Standing Orders**

Moved by Councillor Sir Steve Houghton CBE – Seconded by Councillor Andrews BEM; and

**RESOLVED** that Standing Order No 13(5) of the council be suspended in respect of the consideration of the Budget insofar as it relates to restrictions on Members speaking more than once.

## **211. Service and Financial Planning 2018/19 - Revenue Budget, Capital Programme and Council Tax (Cab.7.2.2018/6)**

Minute 211 (A) and (B) were Moved by Councillor Gardiner – Seconded by Councillor Franklin; and

### **(A) Budget Proposals 2018/19**

#### **RESOLVED:-**

- (i) that the Future Council 2020 Strategy at Section 1 of the report now submitted be noted and implemented accordingly;
- (ii) that the report of the Service Director Finance (Section 151 Officer), under Section 25 of the Local Government Act 2003 at Section 2 be noted and that the 2018/19 budget proposals be agreed on the basis that the Chief Executive and Senior Management Team (SMT), in consultation with Cabinet Spokespersons, submit for early consideration detailed plans that ensure the Council's ongoing financial sustainability for 2019/20 and beyond;
- (iii) that the Revised Medium Term Financial Strategy and Forecast for 2018/19 to 2019/20 contained at Section 3a and 3b of the report and the position on Reserves, Provisions and Balances at Section 3c be noted and monitored as part of the arrangements for the delivery of the Future Council 2020 Strategy;
- (iv) that the 2018/19 budget proposals for all services, as separately presented in Sections 5a, 6 and 7, be approved for submission to Council – subject to the submission of detailed implementation reports as appropriate;
- (v) that the total additional specific funded capital investment of £65.5m as outlined at Section 5c, Table 5, be included within the Capital Programme and released subject to further detailed reports on the proposals for its use;
- (vi) that the £12.5m of cumulative resources available as highlighted at Section 5c Table 6 be noted and the allocation of £8.5m for the expenditure requirements outlined at Section 5c Table 7 be agreed;
- (vii) that the efficiency proposals for 2018/19 in Sections 7a to 7e be agreed subject to consideration of any further Equality Impact Assessments;

- (viii) that the detailed proposals for increases in existing fees and charges and new fees and charges be implemented as set out at Section 8 of the report;
- (ix) that the Aggregated Equality Impact Assessment at Section 10 of the proposals be noted and the proposed mitigation actions in the report be approved;
- (x) that the cash limited budgets for each service with overall net expenditure for 2018/19 of £168.988m be approved for submission to Council;
- (xi) that the Chief Executive and SMT, in consultation with Cabinet Spokespersons, be required to submit reports into Cabinet, as a matter of urgency, in relation to the detailed General Fund Revenue Budget for 2018/19 on any further action required to achieve an appropriately balanced budget in addition to those proposals set out above;
- (xii) that the Chief Executive and SMT be responsible for managing their respective budgets including ensuring the implementation of savings proposals;
- (xiii) that the Authority's SMT be charged with ensuring that the budget remains in balance and report regularly into Cabinet on budget/savings monitoring including any action required;
- (xiv) that Cabinet and the Section 151 Officer be authorised to make any necessary technical adjustments to form the 2018/19 budget;
- (xv) that appropriate consultation on the agreed budget proposals takes place with the Trade Unions and representatives of Non-Domestic Ratepayers and that the views of consultees be considered by Cabinet and the Council; and
- (xvi) that the budget papers be submitted for the consideration of the Full Council.

**(B) Council Tax 2018/19**

**RESOLVED:-**

- (i) that the contents of Section 5b (2018/19 Council Tax options) be noted;
- (ii) in respect of the Council Tax 2018/19 calculations:
  - (a) that the Council Tax Collection Fund surplus relating to Barnsley M.B.C. of £3.115M be used to reduce the Council Tax Requirement for 2018/19;
  - (b) that the Band D Council Tax for Barnsley M.B.C.'s services be set at £1,419.73 which includes the cumulative special precept earmarked specifically for Adult Social Care of £84.17; and
  - (c) that the Band D Council Tax for Barnsley M.B.C.'s area be set at £1,660.90 including the Police and Fire precepts as set out in (iii)(c).
- (iii) that, in respect of the Council Tax 2018/19 declaration:

- (a) that it be noted that at its meeting of its Cabinet on the 10<sup>th</sup> January 2018 the Council made the following calculations for the year 2018/19 in accordance with Regulations made under Section 31(B) of the Local Government Finance Act 1992 as amended (the “Act”):-
- (1) in accordance with Section 31B (3) of the Local Government Act 1992, as amended, the number of adjusted Band D equivalent properties calculated by the Council as its Council Tax base for the year shall be 62,907.100 (Item T in the formula in Section 31B (1) of the Act);
- (2) that the number of adjusted Band D equivalent properties calculated by the Council, as the amounts of its Council Tax base for the year for dwellings in those parts of its area to which one or more special items relate shall be as follows:-

TABLE 1				
Column	A	B	C	D = C / B
Parish Area	Band D equivalent chargeable properties	95% of Band D equivalent chargeable properties	Precept Issued (after Council Tax Support Grant) (£)	Band D Equivalent Charge (£)
Billingley	98.500	93.575	1,509.00	16.02
Cawthorne	615.700	584.915	20,144.00	34.44
Dunford	250.900	238.355	8,346.00	35.01
Great Houghton	669.500	636.025	21,425.00	33.69
Gunthwaite and Ingbirchworth	296.295	281.480	5,736.00	20.38
High Hoyland	69.705	66.220	-	-
Hunshelf	164.095	155.890	4,500.00	28.87
Langsett	110.000	104.500	3,486.00	33.36
Little Houghton	187.705	178.320	4,359.00	24.44
Oxspring	464.105	440.900	18,630.00	42.25
Penistone	4,391.400	4,171.830	170,336.00	40.83
Shafton	956.600	908.770	35,435.50	38.99
Silkstone	1,209.895	1,149.400	71,865.00	62.52
Stainborough	165.505	157.230	4,605.00	29.29
Tankersley	628.495	597.070	12,209.00	20.45
Thurgoland	757.000	719.150	10,762.00	14.96
Wortley	315.800	300.010	7,421.00	24.74
Barnsley and Other Non-Parish Areas	54,866.800	52,123.460		
<b>Total</b>	<b>66,218.000</b>	<b>62,907.100</b>	<b>400,768.50</b>	

- (b) that the following amounts be now calculated by the Council for the year 2018/19 in accordance with Sections 31-36 of the “the Act”:-
- (1) £169,388,796.50 being the net aggregate amount the Council estimates for items set out in Section 31A (2) and 31A (3) of the Act taking into account all Precepts issued to it by Parish Councils;
- (2) £76,562,000 being the aggregate of the sums which the Council estimates will be payable for the year into its General Fund in respect of the Business Rate Retention Scheme and other specific grants;
- (3) £3,115,000 being the amount which the Council estimates will be transferred in the year from its Collection Fund to its General Fund in accordance with Section 97 (3) of the Local Government Finance Act 1988 (Council Tax Surplus);

- (4) £89,711,796.50 being the amount by which the amount at (iii)(b) (1) above exceeds the aggregate of amounts at (iii)(b) (2) and (iii)(b) (3) above, calculated by the Council in accordance with Section 31A(4) of the Act as its Council Tax requirement for the year (Item R in the formula in Section 31B (1) of the Act);
- (5) £1,426.10 calculated by the Council as being the amount at (iii)(b) (4) above (Item R in the formula in Section 31B (3)); all divided by the Council Tax base as highlighted in (iii) (a) (1) above (Item T in the formula in Section 31B (1) of the Act);
- (6) £400,768.50 being the aggregate amount of all special amounts (Parish Precepts) referred to in Section 31A (2) of the Act; as per column C in the table in (iii)(a) (2) above
- (7) £1,419.73 calculated by the Council as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no special items relate being the amount at (iii)(b) (5) above less the result given by dividing the amount at (iii)(b) (6) above divided by the amount at (iii)(a) (1) (Item T in the formula in Section 31B (1) of the Act) above in accordance with Section 34 (2) of the Act;
- (8) the following amounts calculated by the Council as the basic amounts of its Council Tax for the year for dwellings in those parts of its area to which one or more special items relate:-

<b>TABLE 2</b>	
<b><u>Section 34(3) Calculation :</u></b>	
<b><u>Part of the Council's Area</u></b>	
<b>Parish of :-</b>	<b>£</b>
Billingley	1,435.75
Cawthorne	1,454.17
Dunford	1,454.74
Great Houghton	1,453.42
Gunthwaite & Ingbirchworth	1,440.11
High Hoyland	1,419.73
Hunshelf	1,448.60
Langsett	1,453.09
Little Houghton	1,444.17
Oxspring	1,461.98
Penistone	1,460.56
Shafton	1,458.72
Silkstone	1,482.25
Stainborough	1,449.02
Tankersley	1,440.18
Thurgoland	1,434.69
Wortley	1,444.47
<b>This table represents the Council Tax for Barnsley MBC plus Local Parishes for Band D only</b>	

being the amounts given by adding to the amount at (iii)(b) (7) above the amount of the special items in (iii)(a) (2) Col D in accordance with Section 34 (3) of the Act;

- (9) the amounts calculated by the Council as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands are shown below.

**TABLE 3**

**Section 36(1) Calculation :**

**Part of the Council's Area**

Parish of :-	Valuation Bands								
	A-	A	B	C	D	E	F	G	H
	£	£	£	£	£	£	£	£	£
Billingley	797.63	957.16	1,116.69	1,276.22	1,435.75	1,754.80	2,073.86	2,392.91	2,871.50
Cawthorne	807.86	969.44	1,131.02	1,292.59	1,454.17	1,777.31	2,100.47	2,423.61	2,908.34
Dunford	808.18	969.82	1,131.46	1,293.10	1,454.74	1,778.01	2,101.29	2,424.56	2,909.48
Great Houghton	807.45	968.94	1,130.43	1,291.93	1,453.42	1,776.40	2,099.38	2,422.36	2,906.84
Gunthwaite & Ingbirchworth	800.05	960.07	1,120.08	1,280.10	1,440.11	1,760.13	2,080.16	2,400.18	2,880.22
High Hoyland	788.73	946.48	1,104.23	1,261.98	1,419.73	1,735.22	2,050.72	2,366.21	2,839.46
Hunshelf	804.77	965.73	1,126.68	1,287.64	1,448.60	1,770.51	2,092.42	2,414.33	2,897.20
Langsett	807.26	968.72	1,130.18	1,291.63	1,453.09	1,775.99	2,098.91	2,421.81	2,906.18
Little Houghton	802.31	962.77	1,123.24	1,283.70	1,444.17	1,765.09	2,086.02	2,406.94	2,888.34
Oxspring	812.20	974.65	1,137.09	1,299.54	1,461.98	1,786.86	2,111.75	2,436.63	2,923.96
Penistone	811.41	973.70	1,135.99	1,298.27	1,460.56	1,785.12	2,109.70	2,434.26	2,921.12
Shafton	810.39	972.47	1,134.56	1,296.64	1,458.72	1,782.87	2,107.04	2,431.19	2,917.44
Silkstone	823.46	988.16	1,152.86	1,317.55	1,482.25	1,811.63	2,141.03	2,470.41	2,964.50
Stainborough	805.00	966.01	1,127.01	1,288.02	1,449.02	1,771.02	2,093.03	2,415.03	2,898.04
Tankersley	800.09	960.11	1,120.14	1,280.16	1,440.18	1,760.21	2,080.26	2,400.29	2,880.36
Thurgoland	797.04	956.45	1,115.87	1,275.28	1,434.69	1,753.50	2,072.33	2,391.14	2,869.38
Wortley	802.47	962.97	1,123.47	1,283.97	1,444.47	1,765.46	2,086.46	2,407.44	2,888.94
Barnsley and Other Non-Parish Areas	788.73	946.48	1,104.23	1,261.98	1,419.73	1,735.22	2,050.72	2,366.21	2,839.46
<b>This table shows the total Council Tax for Barnsley MBC and local parishes (excluding Police and Fire Precepts).  The charge for individual valuation bands is calculated as a proportion of a Band D property, as per Section 5 of the Local Government Finance Act 1992.</b>									

being the amounts given by multiplying the amount at (iii)(b) (8) above by the number which, in the proportion set out in Section 5 of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in valuation Band D in accordance with Section 36 (1) of the Act;

- (c) that it be noted that for the year 2018/19 the under-mentioned precepting Authorities have stated the following draft amounts in precepts issued to the Council in accordance with Section 42A of the Local Government Finance Act 1992, for each of the categories of dwellings shown below:-

	Total Precept	TABLE 4								
		Valuation Bands								
		A-	A	B	C	D	E	F	G	H
<b>Precepting Authority:</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
South Yorkshire Fire Authority	4,467,033	39.45	47.34	55.23	63.12	71.01	86.79	102.57	118.35	142.02
South Yorkshire Police Authority	10,704,272	94.53	113.44	132.35	151.25	170.16	207.97	245.79	283.60	340.32

(d) that having calculated the aggregate in each case of the amounts at (iii)(b) (9) and (iii)(c) above, the Council in accordance with Section 30 (2) of the Local Government Finance Act 1992, hereby sets the amounts shown below as the amounts of Council Tax for the year 2018/19 for each of the categories of dwellings shown below:-

**Section 30(2)**  
**Calculation :**  
**Part of the Council's**  
**Area**

**TABLE 5**

Parish of:-	Valuation Bands								
	A-	A	B	C	D	E	F	G	H
	£	£	£	£	£	£	£	£	£
Billingley	931.61	1,117.94	1,304.27	1,490.59	1,676.92	2,049.56	2,422.22	2,794.86	3,353.84
Cawthorne	941.84	1,130.22	1,318.60	1,506.96	1,695.34	2,072.07	2,448.83	2,825.56	3,390.68
Dunford	942.16	1,130.60	1,319.04	1,507.47	1,695.91	2,072.77	2,449.65	2,826.51	3,391.82
Great Houghton	941.43	1,129.72	1,318.01	1,506.30	1,694.59	2,071.16	2,447.74	2,824.31	3,389.18
Gunthwaite & Ingbirchworth	934.03	1,120.85	1,307.66	1,494.47	1,681.28	2,054.89	2,428.52	2,802.13	3,362.56
High Hoyland	922.71	1,107.26	1,291.81	1,476.35	1,660.90	2,029.98	2,399.08	2,768.16	3,321.80
Hunshelf	938.75	1,126.51	1,314.26	1,502.01	1,689.77	2,065.27	2,440.78	2,816.28	3,379.54
Langsett	941.24	1,129.50	1,317.76	1,506.00	1,694.26	2,070.75	2,447.27	2,823.76	3,388.52
Little Houghton	936.29	1,123.55	1,310.82	1,498.07	1,685.34	2,059.85	2,434.38	2,808.89	3,370.68
Oxspring	946.18	1,135.43	1,324.67	1,513.91	1,703.15	2,081.62	2,460.11	2,838.58	3,406.30
Penistone	945.39	1,134.48	1,323.57	1,512.64	1,701.73	2,079.88	2,458.06	2,836.21	3,403.46
Shafton	944.37	1,133.25	1,322.14	1,511.01	1,699.89	2,077.63	2,455.40	2,833.14	3,399.78
Silkstone	957.44	1,148.94	1,340.44	1,531.92	1,723.42	2,106.39	2,489.39	2,872.36	3,446.84
Stainborough	938.98	1,126.79	1,314.59	1,502.39	1,690.19	2,065.78	2,441.39	2,816.98	3,380.38
Tankersley	934.07	1,120.89	1,307.72	1,494.53	1,681.35	2,054.97	2,428.62	2,802.24	3,362.70
Thurgoland	931.02	1,117.23	1,303.45	1,489.65	1,675.86	2,048.26	2,420.69	2,793.09	3,351.72
Wortley	936.45	1,123.75	1,311.05	1,498.34	1,685.64	2,060.22	2,434.82	2,809.39	3,371.28
Barnsley and Other Non-Parish Areas	922.71	1,107.26	1,291.81	1,476.35	1,660.90	2,029.98	2,399.08	2,768.16	3,321.80
<b>This table shows the total Council Tax for Barnsley MBC, local parishes and the Police &amp; Fire Precepts</b>									
<b>The table is the sum of the total Council Tax for Barnsley MBC and local parishes (Table 3) and the precept amounts for the Police and Fire Authorities respectively (Table 4).</b>									

(e) that the Service Director (S151 Officer) be authorised to serve notices, enter into agreements, give receipts, make adjustments, initiate proceedings and take any action available to the Council to collect or enforce the collection of non-domestic rates and the Council Tax from those persons liable in accordance with the Council's agreed policy; and

(f) that the Service Director (S151 Officer) determines in accordance with the principles determined by the Secretary of State and set out in the Referendums Relating to Council Tax Increases (Principles) (England) Report 2018/19, that Barnsley Metropolitan Borough Council's relevant basic amount of Council Tax for the year

2018/19 as defined by Section 41 of the Local Audit and Accountability Act 2014 is not excessive.

- (g) that the Director of Legal and Governance be authorised to publish the Council Tax Notice in accordance with the provisions of Section 38 of the Local Government Finance Act 1992.

In accordance with the requirements of the Local Authorities (Standing Orders) (England) (Amendment) Regulations 2014, a recorded vote was taken on the above items (Minute 211 (A) and (B) refers).

In favour of the motion

Councillors Andrews BEM, Barnard, D Birkinshaw, Bruff, Burgess, G Carr, J Carr, Cave, Charlesworth, Cheetham, Clarke, Clements, Coates, M Dyson, Franklin, Frost, Gardiner, Gollick, S Green, Daniel Griffin, David Griffin, Hampson, Hayward, Higginbottom, Sir Steve Houghton CBE, Howard, C Johnson, W Johnson, Lofts, Makinson, Mathers, Miller, Millner, Mitchell, Murray, Noble, Platts, Pourali, Richardson, Riggs, Saunders, Sheard, Shepherd, Sixsmith MBE, Spence, Stowe, Sumner, Tattersall, Unsworth, Williams, Wilson, C Wraith MBE and R Wraith.

Abstentions

The Mayor (Councillor Ennis)

No Councillors voted against the motion

All Councillors present at the time of the vote actually voted.

**212. Treasury Management Strategy and Policy Statement (Cab.7.2.2018/7)**

Moved by Councillor Gardiner – Seconded by Councillor Franklin; and

**RESOLVED:-**

- (i) that the main Treasury Management Policy Statement attached at Appendix A of the Treasury Management Strategy and Policy Statement now submitted, be noted; and
- (ii) that the proposed Treasury Management Strategy for 2018/19 be approved, including:-
  - The Borrowing Strategy for 2018/19 at Section 3 including the full suite of Prudential and Treasury Indicators at Appendix F;
  - The revised Minimum Revenue Provision (MRP) Statement at Appendix C of the report; and
  - The Annual Investment Strategy for 2018/19 at Section 4 of the Treasury Management Strategy and Policy Statement.



**213. 2018/2019 Service and Financial Planning Redundancy Compensation and Procedures (Cab.7.2.2018/8)**

Moved by Councillor Gardiner – Seconded by Councillor Franklin; and

**RESOLVED:-**

- (i) that for the purpose of the 2018/19 budgetary procedures, payments in accordance with the Discretionary Compensation Regulations 2006 be up to a maximum of 30 weeks actual pay based on the Statutory Redundancy Scheme; and
- (ii) that any employee (excluding Teachers) declared redundant be afforded the maximum of 12 weeks’ notice of termination of employment.

.....  
Chair

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# Item 6

## SOUTH YORKSHIRE PENSIONS AUTHORITY

18 JANUARY 2018

PRESENT: Councillor S Ellis (Chair)  
Councillor R Wraith (Vice-Chair)  
Councillors: S Cox, S Durant, K Harpham, T Hussain,  
K Richardson, A Sangar, I Saunders, Z Sykes and K Wyatt

Trade Unions: N Doolan-Hamer (Unison) and D Patterson  
(UNITE)

Officers: S Barrett (Interim Fund Director), G Chapman (Head  
of Pensions Administration), B Clarkson (Head of Finance),  
M McCarthy (Deputy Clerk), I Rooth (Head of Financial  
Services, BMBC) and A Shirt (Senior Democratic Services  
Officer)

Observer: G Graham

Apologies for absence were received from Councillor  
J Mounsey, G Warwick, A Frostdick, N Copley and G Richards

### 1 APOLOGIES

Apologies for absence were noted as above.

### 2 ANNOUNCEMENTS

Councillor Ellis welcomed the Authority's newly appointed Fund Director, George Graham to the meeting as an observer.

### 3 URGENT ITEMS

None.

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

Councillor Ellis commented that several pooling reports of the BCPP Joint Committee included on today's agenda had been excluded from the public and press at their recent meeting.

It had been deemed appropriate for Members to consider the exempt pooling reports at today's meeting in the private session of the meeting. Advice would be obtained to address whether or not, future reports of the BCPP Joint Committee should be considered by the Authority in private or otherwise.

RESOLVED – That item 18 'Confidential Pooling Update' be considered in the absence of the public and press.

### 5 DECLARATIONS OF INTEREST.

None.

**6 MINUTES OF THE AUTHORITY MEETING HELD ON 30 NOVEMBER 2017**

RESOLVED – That the minutes of the Authority meeting held on 30 November 2017 be agreed and signed by the Chair as a correct record.

**7 WORK PROGRAMME**

The Authority considered its Work Programme.

RESOLVED – That the Work Programme be noted.

**8 SECTION 41 FEEDBACK FROM DISTRICT COUNCILS**

Councillor Ellis reported that there had been recent communications with the District Councils in relation to pooling in the Border to Coast Pension Partnership (BCPP Ltd) and other related matters.

**9 TREASURY MANAGEMENT STRATEGY REVISION: COUNTERPARTY LIMITS**

A report was submitted to seek Members' approval of the changes to the Treasury Management Strategy followed by the Authority. The changes were limited to the levels of cash that the Authority can deposit with counterparties, including Money Market Funds and Local Authorities. It was noted that the need to hold higher levels of cash than previously, arises from changes in the benchmark allocation i.e. reducing exposure to equities pending reinvestment in alternative investments and real assets.

RESOLVED – That the Authority:-

i) Agreed the changes to the Annual Investment Strategy: The current limit for counterparties with a short term credit rating of F1 or better, the Money Market Funds and Local Authorities be changed to £40m. This £40m limit should also apply to HSBC and Lloyds (the Authority's principal bankers) but with the ability to increase this to £50m in exceptional circumstances. This level at which use of the DMO facility be reported to the Board be increased to £50m.

ii) Keeps the above under review.

**10 REVENUE ESTIMATES 2018/19**

A report of the Treasurer was submitted, following various consultations to formally confirm the draft budget proposals that had been considered by the Authority on 30 November 2017. The report had been revised to take account of the National Employers pay offer made on 5 December 2017, which had not yet been agreed.

Members noted that the provisional pay offer for 2018/19 had been built into the figures presented at the November meeting and had resulted in an increase of £46,200 (£8,981,300 against £8,935,100).

B Clarkson informed Members that external costs incurred by the Authority in respect of pooling would be presented to Members in further detail at the March Authority meeting.

RESOLVED – That the Authority formally confirmed the budget proposals and approved the budget of £8,981,300 for 2018/19.

**11     THE GENERAL DATA PROTECTION REGULATION (GDPR)**

A report was presented to update Members on the work being undertaken by the Authority to prepare for the implementation of the General Data Protection Regulation (GDPR) on 25<sup>th</sup> May 2018.

A table within the report provided Members with a summary of the work undertaken to date by the Authority, noting that a GDPR Project Group had been created and was being led by the IT Manager. The use of Egress secure email was now being rolled out by the Authority to enhance the security of data received and shared.

Members requested that their congratulations be conveyed to the IT Manager and Assistant IT Manager, who had successfully passed their exams to become certified General Data Protection Regulation Practitioners.

Members noted that a further progress update report would be presented at the March 2018 Authority meeting.

M McCarthy reported that Local Pension Board Members' had requested at their last meeting for arrangements to be made for a GDPR training session.

After discussion, it was agreed that, if Authority Members felt there was a specific need for GDPR training in their role as a Pensions Authority Member, arrangements could be made to tailor a training session for Members and Trade Union representatives at a later date.

RESOLVED – That Members:-

- i)     Noted the report.
- ii)    Requested that their congratulations be conveyed to the IT Manager and Assistant IT Manager for their recent examination successes.

**12     REVIEW OF THE AUTHORITY'S ADMINISTRATION STRATEGY**

A report of the Head of Pensions Administration was presented to provide Members with an opportunity to comment on the proposed amendments to the Pensions Administration Strategy document.

Members noted that there had been a number of factors behind the review of the Strategy Document, the main one being the need to introduce into the Strategy the concept of monthly posting and data file submissions along with the administration requirements for the new process. An opportunity had also been taken to review the document as a whole and introduce some new items whilst revising others.

Financial penalties had been increased to further incentivise employers to meet the requirements of the Strategy.

A six week consultation period on the revised Strategy had commenced on 1<sup>st</sup> January 2018 to allow Employers to offer comments and suggestions for inclusion. Following the closure of the Employer consultation period on 12<sup>th</sup> February 2018, the final document would be presented for ratification at the March meeting of the Authority.

RESOLVED – That Members approve the proposed amendments to the Pensions Administration Strategy document as detailed by the highlighted text in the draft document attached to the report.

**13     SCHEME MEMBERS' ANNUAL FUND MEETING**

A report of the Communications Manager was presented to report on the Scheme Members' Annual Fund Meeting held on 19 October 2017 at The Source Academy, Meadowhall, Sheffield. A total of 77 members had attended the meeting consisting of:-

- Pensioners – 56
- Contributors – 11
- Deferred Members – 4
- Councillors – 6

Members noted that a full recording of the meeting was available to view at:  
<http://www.youtube.com/SYPensions>

Councillor Sanger requested that a brief summary of the key presentations be included in future reports.

RESOLVED – That Members noted the contents of the report and requested that a brief summary of the key presentations be included in future reports.

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

A report of the Clerk was submitted to update Members on the CIPFA Code of Practice on public sector pensions finance knowledge and skills and the requirements for the self-assessment against the Principles for Investment Governance (formerly Myners' Principles).

In October 2011, Members had adopted a system of self-assessment and had agreed to use a template to gauge compliance. Upon Members' confirmation to the self-assessment process, assessment forms would be despatched to Members, to be completed and returned before the end of March 2018.

RESOLVED – That:-

- i) The Authority noted the content of the report.
- ii) Members confirmed their commitment to the self-assessment process.
- iii) Members agreed to any development needs arising from the results.

**15 PARTNER FUND DIRECTOR PROPOSALS**

A report of the Clerk was submitted requesting Members to consider a report and proposal by the Governance Sub Group of BCPP, to be presented to the Joint Committee on 16 January 2018. The report of the Governance Sub Group recommended appointing two remunerated directors to the Board from the partner fund elected Members that comprise the membership of the Joint Committee. Any elected Members selected from the Joint Committee would stand down from that Committee and be replaced by their 'alternative' Fund representative.

S Barrett and Councillor Ellis reported upon the outcome of deliberations on this matter at the BCPP Joint Committee held on 16 January 2018.

Members were informed that all the recommendations set out in report had been agreed, albeit that a ballot should take place later in the year to allow potential candidates time to consider their position.

Councillor Ellis thanked Section 41 Members' and Trade Union Representatives for their advice on this matter, prior to the BCPP Joint Committee held on 16 January 2018.

RESOLVED – That Members noted the report.

**16 POOLING UPDATE**

A report of the Interim Fund Director was submitted to update Members on the progress of pooling in the Border to Coast Pension Partnership (BCPP Ltd) and related matters.

Members noted the updates provided within the report and were asked to consider two additional budgetary requests from BCPP.

The first request related to an increase of £75k per partner Authority for BCPP set up costs. The second request related to a proposal to create a budget for the Joint Committee to cover expected costs including secretarial services and external advice which may be required from time to time. £30,000 had been proposed for the period from July 2018 to March 2019. It was proposed that this be met from partner funds equally at £2,500 each.

RESOLVED – That Members noted the report and considered the additional budgetary requests referred to in the report:-

1. A one off increase of £75k requested for implementation set up costs, per partner Authority; and
2. An ongoing share of the £30k budget proposed for the Joint Committee amounting to £2,500 per partner Authority.

**17 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.

**18 CONFIDENTIAL POOLING UPDATE**

A report of the Interim Fund Director was submitted to update Members on some of the confidential papers considered by the BCPP Joint Committee held on 16 January 2018. Members were also reminded that SYPA had agreed to act as the Administering Authority for BCPP Ltd. The latter being an admitted body for their staff with access to the LGPS. This was subject to all partner funds signing a 'guarantee' acceptable to SYPA to share any subsequent deficit arising; should that be needed. The 'guarantee' document had been drafted and would be circulated shortly to partner funds.

RESOLVED – That Members:-

- i) Noted the report; and
- ii) Noted that shareholder approval would be sought by BCPP Ltd for agreement of the operating budget and pension scheme arrangements for BCPP Ltd.

CHAIR



# Item 7

## SOUTH YORKSHIRE FIRE AND RESCUE AUTHORITY

22 JANUARY 2018

PRESENT: Councillor L Burgess (Chair)  
Councillor A Atkin (Vice-Chair)  
Councillors: S Ayris, A Buckley, M Clements, T Damms,  
P Haith, C Hogarth, C Rosling-Josephs and Dr A Billings

CFO J Courtney, QFSM, DCFO M Blunden, ACFO A Johnson,  
S Booth and A Jenkinson (South Yorkshire Fire & Rescue  
Service)

M McCarthy, L Noble, M McCoole and I Rooth (Barnsley MBC)

M Buttery (Office of the South Yorkshire Police and Crime  
Commissioner)

Apologies for absence were received from  
Councillor C Ransome and Councillor J Satur

### 1 APOLOGIES

Apologies for absence were noted as above.

### 2 ANNOUNCEMENTS

Councillor Burgess congratulated CFO Courtney, on behalf of the Authority, on being awarded the Queen's Fire Service Medal in the New Year's Honours List, in recognition of the work he had undertaken during his career in the fire service both nationally and in South Yorkshire.

### 3 URGENT ITEMS

None.

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

None.

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

None.

### 6 REPORTS BY MEMBERS

Members provided a summary of the visits and meetings attended since the last Authority meeting held on 27 November 2017.

Councillor Haith encouraged Members to sign up to the United Nation's 'HeForShe' Gender Equality Campaign; she would provide Members with an online link via email.

Councillor Burgess informed Members of the opportunity to attend meetings of the Senior Management Team and Watch Managers at various SYFR fire stations, which would provide a good insight into the internal SYFR working relationships.

**7     RECEIPT OF PETITIONS**

None.

**8     TO RECEIVE ANY QUESTIONS OR COMMUNICATIONS FROM THE PUBLIC, OR COMMUNICATIONS SUBMITTED BY THE CHAIR OR THE CLERK AND TO PASS SUCH RESOLUTIONS THEREON AS THE STANDING ORDERS PERMIT AND AS MAY BE DEEMED EXPEDIENT.**

None.

**9     MINUTES OF THE AUTHORITY MEETING HELD ON 27 NOVEMBER 2017**

Members requested that they be provided with summary notes of the Corporate Advisory Group meetings, to ensure that Members unable to attend were updated.

The Director of Support Services stated that a decision had been made to defer the report that was scheduled to be presented at today's meeting, in relation to the approach for the Barnsley Fire Station tender and to propose the implementation of the living wage in relation to the Facilities Management procurement; the report would be presented to the Authority meeting in February 2018. The decision had been reached due to the sickness absence of the Property Manager, workloads and the requirement to appoint a lead officer at Barnsley Fire Station.

RESOLVED – That Members:-

- i) Agreed that the minutes of the Authority meeting held on 27 November 2017 be signed by the Chair as a correct record.
- ii) Be provided with summary notes of future Corporate Advisory Group meetings where Members are unable to attend.
- iii) Noted that a report would be presented to the Authority meeting in February 2018 to address:-
  - The approach for the Barnsley Fire Station tender.
  - To propose the implementation of the living wage in relation to the Facilities Management procurement.

- iv) Noted that L Noble would seek two Member volunteers to sit on the Evaluation (Interview) Panel alongside the Chair of the Audit and Governance Committee.
- v) Requested that all reports should be provided to Members in a timely manner.

10 SYFR RESPONSE TO THE GRENFELL INCIDENT

A report of the Assistant Chief Fire Officer and Director of Service Delivery was presented to outline the work undertaken by SYFR's Business Fire Safety (BFS) Department and Emergency Response since the Grenfell incident.

SYFR's BFS Department had undertaken a large proportion of work with local authorities and private owners of high rise buildings. A total of 43 local authority buildings, 44 privately owned high rise buildings and a number of NHS buildings had been inspected, and various advice had been provided. Only 7 buildings had required additional activity; the majority of issues had now been resolved. The Metis Apartments in Sheffield continued to have a prohibition order in place due to the use of the refuse shoot, in order to protect the residents within the building. A number of additional low rise building inspections had been undertaken and support had been provided to operational staff regarding the buildings to be visited.

A total of 18 freedom of information (FOI) requests had been received post Grenfell, and two high rise building fires had been encountered within South Yorkshire.

SYFR continued to push for the installation of the sprinkler system into new buildings and retrospective fitting wherever possible; SSCR funding was being targeted at those high rise buildings where vulnerable people resided. SYFR had a sprinkler position in place and continued to support the National Fire Chiefs' Council's (NFCC) Sprinkler Team. SYFR attended meetings of the National Sprinkler Safety Network, which provided an avenue to promote the sprinkler installation message further.

The NFCC had responded to a Government consultation exercise post Grenfell, with a position statement that sprinklers should be fitted in all high rise buildings for life risk purposes; it was hoped that the Grenfell incident would persuade the Government to agree to the response, although it was difficult to predict the outcome.

All enquiries would predominately be dealt with by ACFO Johnson and her team, and FOI requests would be received by SYFR's Corporate Governance Team. Checks would be made to ensure that the contact details were clearly visible on the SYFR website.

SYFR had liaised with various housing associations post the Grenfell incident, and written guidance and literature had been provided; engagement would continue.

RESOLVED – That Members:-

- i) Noted the work undertaken by SYFR Business Fire Safety Inspectors and operational crews within Emergency Response along with the ongoing support and advice that was being given to members of the public and partner agencies.
- ii) Be provided with a report to set out SYFR's implications arising from the findings identified within Dame Judith Hackitt's report.
- iii) Noted that issues or concerns would be reported to the Authority by exception.
- iv) Noted that checks would be made to SYFR's website to ensure that the contact details were clearly visible.

11 POLICE AND FIRE COLLABORATION BOARD PAPERS

A report of the Deputy Chief Fire Officer and Director of Service Development was submitted to provide Members with background information on the Policing and Crime Act 2017, together with an update on the progress being made on current areas of collaboration with South Yorkshire Police.

Councillor Burgess thanked Dr Billings for the arrangements made in organising the Collaboration Workshop, which had been extremely useful and informative.

Members would be provided with the notes from the Collaboration Workshop either via email or as part of a report to be presented to the Authority meeting in February 2018.

The SYFR and SYP teams which were currently based at the Lifewise Centre, would become a joint team to deliver community safety to the whole of South Yorkshire.

Members were reminded that the LIFE Pilot would shortly draw to a conclusion. The LIFE Team consisted of two PCSO's seconded from SYP, and two SYFR staff on a fixed term contract who would be subject to redeployment within the Service.

RESOLVED – That Members:-

- i) Noted the contents of the report.
- ii) Be provided with the notes of the Collaboration Workshop by email.

11a Police and Fire Collaboration Board Minutes of 20 December 2017

Members were presented with the minutes of the Police and Fire Collaboration Board meeting held on 20 December 2017.

Members noted that the interviews for the Joint Head of Estates position would take place in January 2018. SYP had last undertaken a review of the estates some 3 years ago and it would be reviewed again due to the recommitment to neighbourhood policing, with a view to maximising the joint assets as much as practicable.

Councillor Burgess requested that future Police and Fire Collaboration Board minutes be accompanied with a covering report.

RESOLVED – That Members:-

- i) Noted the minutes of the Police and Fire Collaboration Board held on 20 December 2017.
- ii) Agreed that the minutes of future meetings be appended to this standing report to Authority meetings.

12 APPRAISAL PROCESS FOR INDEPENDENT MEMBERS OF THE AUDIT AND GOVERNANCE COMMITTEE

A report of the Clerk to the Fire and Rescue Authority was presented to provide Members with a draft appraisal form for consideration.

The appraisal process had been agreed by Members at the Authority meeting held in January 2017, whereby Independent Members of the Audit and Governance Committee would be subject to an appraisal process after their first term of four years, with no automatic re-appointment to the second (and final) four year term.

Councillor Ayris expressed concern that a newly appointed Chair to the Audit and Governance Committee could encounter difficulties in conducting an appraisal process. He suggested that, in such circumstances, an experienced Member should conduct the appraisal process.

RESOLVED – That Members:-

- i) Considered and agreed the appraisal form at Appendix A and the process as set out in paragraphs 4 and 5 of the report.
- ii) Agreed that an opportunity be provided for an experienced Member to cover the role of Chair of the Audit and Governance Committee to conduct the appraisal process, in the event of a newly appointed Chair to the Committee.

13 VOLUNTARY SCHEME PAYS - FIREFIGHTER PENSION SCHEME

A report of the Deputy Chief Fire Officer and Director of Service Development was presented to outline the position on the annual allowance arrangements as they related to Firefighters' Pension Schemes and detailed the changes to the annual allowance arrangements that led to the need for the Authority to consider whether voluntary scheme pays arrangements should be put in place.

The 1992 Firefighters' Pension Scheme had been reviewed by the Government in approximately 2004. Due to the long term sustainability of the 1992 scheme, a new scheme had been introduced in 2006 which had subsequently been reviewed by the Government's Actuarial Department in 2013. The Firefighters' Pension Scheme had been introduced in 2015.

The Deputy Clerk informed Members that the Monitoring Officer had been consulted and was assured of the guidance provided by the LGA to assist Members in making a decision.

The Local Pension Board acted as a scrutiny board, to oversee the Firefighters' Pension Schemes and to challenge West Yorkshire Pensions who administered the scheme.

Dr Billings put forward a motion, which was seconded by Councillor Damms, that the report be referred to the Local Pension Board in the first instance. The motion was not carried.

DCFO Blunden had recently attended a LGA Tax Implications Workshop, which had reviewed the changes to the Legislation from 2015 onwards; Members would be provided with a copy of the workshop slides.

RESOLVED – That Members:-

- i) Noted the contents of the report.
- ii) Agreed that voluntary scheme pays should be put in place.

**All Members voted in favour that the voluntary scheme pays proposal should be put in place, with the exception of Dr Billings who abstained from voting.**

- iii) Be provided with the LGA Tax Implications Workshop slides.
- iv) That consideration be given to the timing of certain reports in order to ensure adequate deliberation by Members of the Authority.
- v) Requested that officers in drafting reports consider the inclusion of an Executive Summary. It was agreed the Clerk would work with the Chair on a new report format which captured these comments.

14 KEY ISSUES ARISING FROM THE PERFORMANCE AND SCRUTINY BOARD HELD ON 23 NOVEMBER 2017

Members were presented with a key issues paper arising from the Performance and Scrutiny Board meeting held on 23 November 2017.

Councillor Ayris requested that Members be provided with feedback on the lessons learned from the post implementation review of the Support Services Review.

RESOLVED – That Members:-

- i) Noted the key issues arising from the Performance and Scrutiny Board held on 23 November 2017.
- ii) Be provided with feedback on the lessons learned from the post implementation review of the Support Services Review.
- iii) Be informed of any issues arising from future Performance and Scrutiny Board meetings.

15 DRAFT MINUTES OF THE AUDIT AND GOVERNANCE COMMITTEE HELD ON 27 NOVEMBER 2017

RESOLVED – That Members noted the draft minutes of the Audit and Governance Committee held on 27 November 2017.

CHAIR

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**SHEFFIELD CITY REGION COMBINED AUTHORITY**

**AUDIT COMMITTEE**

**MINUTES OF THE MEETING HELD ON 25 JANUARY 2018**

PRESENT:

Councillor Karl Reid, Bolsover DC (Chair)

Councillor Chris Furness, Derbyshire Dales  
Councillor George Lindars-Hammond, Sheffield CC  
Councillor Mark Rayner, Chesterfield BC  
Councillor Austen White, Doncaster MBC  
Councillor Ken Wyatt, Rotherham MBC

Matthew Ackroyd, KPMG  
Ruth Adams, SCR Exec Team  
Claire James, SCR Executive Team  
Martin McCarthy, South Yorkshire Joint Authorities  
Mike Thomas, SCC / SCR Exec Team  
Craig Tyler, South Yorkshire Joint Authorities  
Eugene Walker, S73 Officer  
Rob Winter, Internal Audit

Apologies for absence were received from Councillors D Challinor, A Cowles, N Gibson, W Johnson, A Jones, S Mohammed and G Morley

1 WELCOME AND APOLOGIES

Members' apologies were noted as above.

2 VOTING RIGHTS FOR NON-CONSTITUENT MEMBERS

It was confirmed there were no agenda items for which Non-constituent Members should not have full voting rights.

3 URGENT ITEMS / ANNOUNCEMENTS

None.

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

None.

5 DECLARATIONS OF INTEREST BY ANY MEMBERS

None noted.

6 REPORTS FROM AND QUESTIONS BY MEMBERS

None received.

7 QUESTIONS FROM MEMBERS OF THE PUBLIC

None received.

8 MINUTES OF THE PREVIOUS MEETING HELD ON 26TH OCTOBER 2017

RESOLVED, that the minutes of the meeting of the SCR Audit Committee held on 26<sup>th</sup> October 2017 are agreed to be an accurate record.

9 ANNUAL GOVERNANCE REVIEW

A report was received to propose the SCR Annual Governance Review Process for 17/18 and to provide an update on progress against the Governance Improvement Plan described in the 16/17 Annual Governance Statement.

Members were asked to recognise the review will be taking place against the back drop of what remains a dynamic environment, with an expected change to Mayoral Combined Authority coming soon and the requirement to take account of governance changes prescribed by the Mary Ney report into LEP governance.

Members were advised the SCR Executive Team has commissioned Deloitte to undertake a full review of the efficiency and effectiveness of the whole SCR 'group' (i.e. inclusive of SYPTE activity).

It was confirmed the draft Annual Governance Statement would be presented to the Audit Committee for comment and challenge prior to its presentation to the Combined Authority.

Regarding progress made against the 2016/17 Governance Improvement Plan, Members were asked to note progress made in respect of assuring financial governance, information governance and asset management.

RESOLVED, that the Audit Committee approves the proposed Annual Governance Review Process and notes progress against the Governance Improvement Plan 16/17.

10 INTERNAL AUDIT PROGRESS REPORT

A report was received to inform Members of the Internal Audit work completed and in progress from 7th October 2017 to 7th January 2018, the position with regard to the implementation of recommendations, about planned audit work and the performance of the Team.

Members were advised that as per their direction received at the last meeting, an additional annex had been included in the report to list the current status of all outstanding recommendations.

Members were advised additional updates could be provided in relation to the outstanding recommendations on request.

It was noted a total of 95 days of planned work have been delivered to date and this is in accordance with the agreed schedule of work.

Members were advised 2 pieces of work had been completed since the last report; Programme and Performance Management (completed 14<sup>th</sup> November) and Growth Hub (completed 29<sup>th</sup> November), the assurance opinion of both being 'substantial'. It was noted a further 5 projects were planned (information governance, purchase ledgers, sales ledgers, main accounting and client liaison) and the findings of these would inform the Annual Report.

Members were advised of the opportunity to provide input into matters to be considered a part of the 2018/19 Audit Plan and asked to send suggestions to R Winter by mid-March.

Cllr Wyatt asked for clarity regarding 'day to day procurement' responsibility. R Adams confirmed SCR procurement is managed by Sheffield CC Finance Team officers (who are embedded within the SCR Executive Team) and SYTPE have their own procurement regime. It was also noted the Deloitte Review (referenced at agenda item 9) has considered the merits of a single, centralised procurement function, the findings of which will be brought to a future meeting.

Regarding the procurement exercise testing, undertaken as part of the Growth Hub audit, Cllr Furness questioned why 6 quotes had been sought for goods with a value of less than £2.5k. R Adams noted it is standard practice to attain 3 quotes but on this occasion the requirement was exceeded to 'test the market' as the subject matter was new to the SCR.

Cllr Furness asked if the new SCR website would be up and running by the expected date. R Adams confirmed it would, noting there have been some minor issues resolved and some further development work to be undertaken. It was noted the government is expected to review LEP websites at some stage to assess compliance with transparency expectations.

Cllr Furness asked whether there were discrepancies with the figures quoted in the activity reports. It was confirmed these are correct and in certain tables only equate to work undertaken in the reporting period.

Cllr Lindars-Hammond asked what review procedures are in place to ensure the new website continues to meet its required standards. R Adams noted all requirements have been referenced in the draft revised publications scheme. This includes guidance around the required timescales for publishing agenda packs and draft minutes of meetings. Update requirements will therefore be actively managed.

It was further noted the government are making 'lack of transparency' a reason for withholding grant.

RESOLVED, that the Audit Committee:

1. Notes the contents of the report.
2. Notes the opportunity to contribute potential areas for Internal Audit coverage as part of the development of the 2018/19 audit plan.

**11     TREASURY MANAGEMENT STRATEGY**

Members were advised the original intention was to present the mid-year Treasury Report to the meeting. It was noted, however, that timescales have prevented this.

As the final report is due to be received by the Combined Authority on 9<sup>th</sup> March (together with the Combined Authority Revenue Budget and updated Treasury Management Strategy), this will be circulated to Members ahead of the Combined Authority meeting.

**12     RISK MANAGEMENT UPDATE**

A report was received to provide an update on the progress of the various risk management actions plans and to present new risk management action plans for Compliance and Organisational Performance & Viability.

Members requested sight of all the updated risk management plans at the next meeting.

Cllr Furness asked what progress was being made against the risk of Audit and Scrutiny Committee meetings failing to achieve revised quoracy thresholds. It was noted a number of initiatives are being progressed to help achieve the requirement of having two thirds members present. This includes a formal substitutes policy which will be presented to the Combined Authority for approval in due course and more direct engagement with local authority 'whips' regarding member non-attendance.

Cllr Lindars-Hammond asked where the risk of changes to governance being introduced as a consequence of the change to being a Mayoral Combined are listed. R Adams noted that whilst this matter is not explicitly listed as a risk on the risk register, there has been an election plan devised which in part summarises the risks associated with the election. It was confirmed this would be shared with Members.

RESOLVED, that the Audit Committee:

1. Notes the progress made against the Risk Management Action Plans previously received
2. Endorses the new Risk Management Action Plans provided

3. Notes the Risk Management Dashboard

13 REVISED WORKPLAN

The revised Committee work plan was provided for information.

Associated to and supportive of this Plan, it was noted the presentation of a Forward Plan of Key Decisions will be presented to the Combined Authority from the 9<sup>th</sup> March, and at all future meetings.

CHAIR

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## **SOUTH YORKSHIRE POLICE AND CRIME PANEL**

**OFFICES OF THE SOUTH YORKSHIRE JOINT AUTHORITIES, 18 REGENT STREET,  
BARNSELY, S70 2HG**

**2 FEBRUARY 2018**

PRESENT: Councillor S Sansome (Rotherham MBC) (Vice-Chair in the Chair)

Councillors: J Dunn (Sheffield City Council), D Hughes (Doncaster MBC), J Otten (Sheffield City Council) and S Wilkinson (Doncaster MBC)

Independent Co-opted Members: Mr A Carter and Mr S Chu

Dr A Billings (South Yorkshire Police and Crime Commissioner), M Clements (Office of the South Yorkshire Police and Crime Commissioner), E Redfearn (Office of the South Yorkshire Police and Crime Commissioner) and F Topliss (Office of the South Yorkshire Police and Crime Commissioner)

Officers: D Cutting, M McCarthy, L Noble and A Shirt (Barnsley MBC)

Apologies for absence were received from:  
Councillor A Khayum (Sheffield City Council), Councillor B Cutts (Rotherham MBC), Councillor D Griffin (Barnsley MBC), Councillor B Johnson (Sheffield City Council), Councillor R Sixsmith MBE (Barnsley MBC), M Buttery (Office of the South Yorkshire Police and Crime Commissioner) and S Parkin (Office of the South Yorkshire Police and Crime Commissioner)

### 1 **APOLOGIES FOR ABSENCE**

Apologies for absence were noted as above.

The Panel wished Councillors Khayum and Sixsmith MBE well in their recovery from long term illnesses.

### 2 **ANNOUNCEMENTS**

None.

### 3 **URGENT ITEMS**

None.

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

None.

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

None.

6     PROPOSED COUNCIL TAX PRECEPT FOR 2018/19

A report was submitted to notify the Police and Crime Panel of the South Yorkshire Police and Crime Commissioner's ("the Commissioner") proposed Council Tax precept for 2018/19.

The Commissioner reported that the provisional 2018/19 Police Finance Settlement had been announced on 19 December 2017. The Government's grant funding had been maintained at 2017/18 levels with the expectation that, should each PCC raise their precept by the maximum allowed, along with the new Council Tax base, there would be an increase in funding for each Police force.

The draft Council Tax referendum principles for 2018/19 would allow PCCs to increase Band D properties by up to £12 for the year. For South Yorkshire, this represented an increase of 7.6% and would produce a Band D Council Tax of £170.16. 70% of South Yorkshire properties are Band A and Band B, equating to annual increases of £8.00 and £9.33 respectively.

This would generate Council Tax income of £61m (including estimated collection fund surplus of £1.8m) for 2018/19, an increase of approximately £5.2m.

M Clements outlined the proposed budget for 2018/19, including the anticipated effect of inflation of £4.9m (£2.5m for the full 2% pay award), £1.3m cost pressures, £1.9m growth pressures, costs of transitioning to a new policing model and the continued cost of historic 'Legacy' issues relating to the Hillsborough disaster and child sexual exploitation (CSE). It was highlighted that the proposed increase in Precept and use of £7.3m reserves would be required to balance the 2018/19 budget.

There was estimated to be additional, non-recurrent costs of £2.0m for transitioning to the new Target Operating Model (TOM), Local Policing Review, Crime Review and Atlas Court Review. The extensive change programme would embed in 2018/19 and was predicated by SYP to facilitate significant improvements in both efficiency and effectiveness, which would be a catalyst to budget savings from 2019/20.

All the cost pressures, including Legacy costs totalled £17m. The Force had identified savings plans totalling approximately £6m (2.5%) for 2018/19, to off-set some of those costs. These included non-pay savings, additional income, review of establishment control processes and review of shift patterns and associated allowances.



It was highlighted that there was a significant risk and key pressures associated with Legacy costs. The outcomes of any Home Office Special Grant Funding applications could affect the level and adequacy of the reserves in future years. In preparing the budget it had been assumed, under the current rules, that the maximum entitlement of the Special Grant would be given to South Yorkshire.

With the maximum grant entitlement there would be a £7.1m shortfall to fund within the 2018/19 budget.

The Commissioner and Force would be meeting with representatives from the Home Office on 13 February to follow-up on written correspondence to the Home Secretary around key pressures / Legacy issues and Special Grant Funding.

Members noted that the level of reserves would be kept under review as part of the medium term resources planning and the monitoring of risks.

Councillor Dunn asked if the Force was successful in its application for Home Office Special Grant Funding, what the timescales would be for receiving this funding, and whether this had affected the way the budget had been formulated.

The Commissioner provided a detailed response relating to the complexities around Home Office Special Grant Funding.

M Clements added that there was generally a time delay between incurring the Legacy costs and grant funding being received from the Home Office. It was confirmed that Legacy costs were monitored closely and the funding matched with the expenditure in the accounts.

Councillor Dunn commented that it was very important for the Commissioner to continue working closely with the four local authorities and their respective Community Safety Teams.

The Commissioner agreed that working with the four local authorities and other partners was essential. All were being asked to do the same amount of work with fewer resources. It was important for the Force to understand where demand was arising; this could not be done without the help of partners.

Councillor Dunn asked, in terms of the proposed budget, if there would be any reduction in the number of visible Police Officers patrolling neighbourhoods.

The Commissioner replied that, over recent years Police Officer numbers had reduced by 500 to 2,400 Officers in South Yorkshire. Currently, there was no opportunity to grow this budget and restore the number of Officers. The Commissioner commented that he would be pressing the Chief Constable to become much smarter in the ways the Force engages with members of the public and local Councillors.

Mr Chu referred to the proposed budget for 2018/19. He asked if further details could be provided regarding the 'Non Recurrent Budget Adjustment' and the '2017/18 Unachieved Savings'.

M Clements replied that the 'Non Recurrent Budget Adjustment' related to additional support to the Force, which had been reflected in the current financial year. This was non-recurrent in its nature and had been adjusted in the base budget. The 'Unachieved Savings' related to budget pressures in 2017/18 and would be resourced in the new financial year.

The Commissioner added that the Force had graded its confidence in achieving savings proposals for 2018/19 as 'high', 'medium' and 'low'. This, caused him some anxiety given previous failures to meet proposed savings. He added that he would be holding the Force to account in this area to ensure that they effectively programme manage the delivery of the savings identified.

Councillor Otten asked if the Commissioner was aware that Police Officers who were using the new Connect system were working on paperwork at the end of their shifts and thus, working overtime. He asked if this practice was affecting the overtime budget.

The Commissioner replied that officers and staff had received training on the new Connect system via a phased approach. There had been some issues with the system and work was ongoing to resolve these. The Commissioner added that he was not aware of any significant problems that impacted on the level of overtime and, regular discussions with the Chief Constable did take place regarding the Force's overtime budget.

Councillor Wilkinson asked what plans were in place for the future if the expected savings were not achieved and all reserves were used in 2018/19. If there were additional Legacy claims received during any year, what effect would this have on Police Officer numbers, operations and cash flow.

The Commissioner replied that he had repeated in conversations to the Force that, if they did not make savings, they could not fall back on reserves, because reserves would eventually run out. The Commissioner added that he wished to avoid having to make cuts on Police Officer numbers, however, savings needed to be identified each year by the Force.

Councillor Sansome asked if the Commissioner could provide detail on the amount of efficiency savings which had been identified.

The Commissioner replied that the savings plans totalled approximately £6m for 2018/19. He also added that he would provide Members with a report considered at the January 2018 Public Accountability Board which set out the proposed areas where savings would be made by the Force in 2018/19.

Councillor Sansome informed the Commissioner that the Panel would like to establish a Budget Working Group consisting of one Member per District, plus one Independent Member and appropriate support from the OPCC to help Panel Members to monitor the budget throughout the year and consider the precept proposals.

The Commissioner replied that he would try to support the Panel's request. He reminded the Panel that it was his responsibility to hold the Force to account in this area and for the Panel to hold himself to account, and this was noted.

F Topliss outlined the consultation undertaken on behalf of the Commissioner throughout the year regarding the 2018/19 budget proposals. It was noted that intense public consultation had been carried out in January 2018 in each district to ask if members of the public would be willing to pay the extra £12 or equivalent. Across most of the districts the feedback was positive, however, residents in Barnsley were more reluctant to pay the additional cost.

Councillor Dunn asked if the consultation would be extended to allow members of the public to provide feedback throughout the year when the budget had been set to ask if they feel they are getting value for money.

F Topliss confirmed that consultation already takes place throughout the year and this would continue. During 2018/19 specific questions would be asked around neighbourhood policing and whether people feel safer in their communities.

Councillor Dunn added that Elected Members could also help provide feedback through their locality working.

Councillor Dunn asked what action the Commissioner was taking to address the considerable budget pressures on the Force and the local authorities regarding increasing operational costs for policing football matches.

The Commissioner replied that there was no specific formula in place to help recover the costs of policing of football matches. It was explained that the fee for policing football matches was negotiated by the Force with each football club.

The Commissioner referred to an application made to the Supreme Court for permission to appeal against the judgement made in the Court of Appeal relating to the charging for special policing services between Ipswich Town Football Club v Suffolk Constabulary. He added that, if Suffolk Constabulary lost the case, this could have consequences for every Police Force in the country. The implications may impact on those forces who had previously charged for on-street policing of football matches and crowd management at major entertainment events in the last 5 years, with fees being refunded to football clubs etc. by police forces and local authorities. This would add further pressures on the budget.

Further details regarding the Court Case would be circulated to Panel Members.

Councillor Sansome asked if the Commissioner could confirm that there would be no reduction in partnership grants given to the four local Community Safety Partnerships.

The Commissioner replied that he was currently in the process of examining the grants given to various partners. He added that there would be some reductions, however, negotiations were currently taking place.

D Cutting provided Members with guidance, as set out in Schedule 5 of the Police, Reform and Social Responsibility Act 2011, regarding the steps to be taken if the Panel decided to veto the proposed precept.

RESOLVED – That Members of the Police and Crime Panel:-

- i) Voted unanimously on the recommendation within the report and agreed the proposed annual increase in Council Tax for 2018/19 of £12 for a Band D property (a 7.6% increase) to £170.16. For Band A properties this equated to an annual increase of £8.00, to £113.44 and for Band B properties an increase of £9.33, to £132.35 be approved.
- ii) Noted that the Commissioner had agreed to provide Members with a copy of a report considered at the January 2018 Public Accountability Board which set out the proposed areas where savings would be made by the Force in 2018/19.
- iii) Noted that the Commissioner would try to accommodate Members' request to support a Budget Working Group.
- iv) Noted that the Commissioner would provide Members with further details regarding the Supreme Court Appeal between Ipswich Town Football Club v Suffolk Constabulary.

7 PUBLIC QUESTIONS:-

8 TO THE POLICE AND CRIME COMMISSIONER

There were no written public questions to the Police and Crime Commissioner.

9 TO THE POLICE AND CRIME PANEL

There were no written questions to the Police and Crime Panel.

10 QUESTIONS FROM POLICE AND CRIME PANEL MEMBERS TO THE POLICE AND CRIME COMMISSIONER

In accordance with Procedure Rule 11 (General Questions from Members of the Panel), the following question had been submitted and the response from the Police and Crime Commissioner:-

**Received from Councillor Otten**

Do you believe it is a good use of police resources to intervene in peaceful protests regarding the felling of trees in Sheffield?

**Response**

The police have no reason to "intervene" in peaceful protests as long as they remain peaceful and within the law.

However, it is my understanding that the tree-felling contractors have employed a company (SIA) to remove protestors where they have been dismantling safety zones and trespassing within them (breaches of a High Court injunction).

In these circumstances it is prudent that the police are deployed on stand-by, not least so that they can de-escalate a situation, if possible.

**Supplementary Question from Councillor Otten**

Councillor Otten asked if the Commissioner was aware that the Police had successfully de-escalated tree protests in Sheffield. Additionally, was the Commissioner satisfied that the Police are sufficiently aware of their duty to protect protestors from inappropriate use of force by the security company employed by the contractor.

**Response**

The Commissioner commented that this was a very difficult area for the Police and that this situation had been ongoing for a considerable length of time.

He added that the Police have a responsibility to ensure peaceful protests can happen; problems arose when protests became un-peaceful and the Police have to intervene. The Police also have an equal responsibility to ensure that the contractor could implement the policy of Sheffield City Council in relation to tree felling and highway maintenance.

The Commissioner stated that his anxieties had increased more recently, due to the sheer numbers of people protesting, this had also been shared with Sheffield City Council.

The Commissioner understood that there was currently a pause in the works taking place. He hoped this would allow Sheffield City Council and its contractors to think about its policy and include dialogue with the peaceful protestors and the Police. The Commissioner concluded that, it was in everyone's interest to have a reasonable solution.

**11     MINUTES OF THE PREVIOUS MEETING HELD ON 15 DECEMBER 2017**

Mr Chu requested that his suggestion set out in Minute 18 be amended to read:

‘Mr Chu suggested that, outside of the small grants programme, the Commissioner may wish to commission charities to undertake some of the missing person work’.

The following matters arising were noted:-

- L Noble reported that enquires had been made with West Yorkshire Police and Crime Panel to understand what scrutiny role their Panel performed in overseeing their Commissioner's risk management arrangements. It was confirmed that the Panel did not receive regular reports on risk management, nor did they receive a risk register. Instead, they requested that the Chair of the

OPCC / Force Joint Audit Committee attends the Panel on an annual basis to speak about the work of the Committee.

After discussion, the Panel requested that the Chair of the South Yorkshire Joint Independent Audit Committee attends the June 2018 Panel meeting to update the Panel on the work of the Committee.

- With regards to the establishment of a Regional Network, work was progressing to formulate the terms of reference, agree a meeting venue and membership of the Network. The annual fee for being part of the Regional Network would be £500 per panel.
- In relation to the establishment of a Special Interest Group (National Association of Police and Crime Panels), work was progressing to formulate the terms of reference and how the Group would operate. Another Panel had raised the issue of funding the Special Interest Group from the Home Office grant and whether this was possible given the rules around use of Grant monies for lobbying / influencing. Confirmation from the Home Office was currently awaited.

Councillor Hughes referred to Minute 15, he asked the Commissioner if it would be beneficial to have less Force overtime and more Police Officers employed in the communities of South Yorkshire.

The Commissioner replied that Police Officer overtime did concern him and that he had discussed this with the Chief Constable. If overtime was used correctly, there could be savings for the Force. The overtime bill would be kept under review by the Commissioner.

Councillor Sansome referred to the 'Decision Log', noting that the actions in relation to Minute 18 from the Panel meeting held on 15 December 2017, were still outstanding. He asked the Commissioner when information would be provided to the Panel.

The Commissioner replied that the Force was currently compiling the figures; once this process was complete he would make what information he could available to Panel Members.

RESOLVED –

- i) That the minutes of the Police and Crime Panel held on 15 December 2017 be agreed and signed by the Chair as a correct record, subject to the above amendment requested by Mr Chu.
- ii) To request the Chair of the South Yorkshire Joint Independent Audit Committee attends the June 2018 Panel meeting to update the Panel on the work of the Committee.

## 12 SOUTH YORKSHIRE POLICE AND CRIME PLAN REFRESH 2018 / 2019

A report of the Police and Crime Commissioner was presented setting out a draft refresh of the Police and Crime Plan for 2017 to 2021 ('Plan') in accordance with

the requirement set out in Chapter 3, paragraph 5 of the Police Reform and Social Responsibility Act 2011.

The Commissioner made the Panel aware that neither the overall aim nor the priorities in the Plan had changed since last year. Emphasis had changed in some of the outcomes to reflect new and evolving policing and crime demands identified through consultation. In the refreshed Plan, South Yorkshire Police and partners had been asked to work towards four key outcomes.

Councillor Sansome asked if Equality Analysis had been completed under the Equality Act in respect of the Police and Crime Plan.

E Redfearn replied that when the Police and Crime Plan had been prepared, the OPCC did consult with a wide variety of interested parties including the public and various community groups across South Yorkshire. It was confirmed that the OPCC did not formally carry out an impact assessment using the equality checklist. However, all the relevant points individuals had provided were taken into consideration.

Councillor Otten asked that sex workers be added to the key strands of vulnerability set out within the Plan. The Panel supported Councillor Otten's request.

The Commissioner acknowledged Councillor Otten's request.

Mr Carter suggested that further detail around the role of the Police and Crime Panel be added at page 16. E Redfearn commented that page 5 of the Plan had more detail around the work of the Panel, however, the Commissioner agreed to re-visit the wording set out at page 16.

RESOLVED – That Members of the Police and Crime Panel:-

- i) Received the PCC's Draft Police and Crime Plan 2017 to 2021 – Refresh 2018/19; and
- ii) Agreed to provide comments to the Panel's Support Officer by 8 February 2018.
- iii) Requested that sex workers be added to the key strands of vulnerability.
- iv) Requested that further detail around the role of the Police and Crime Panel be added at page 16.

### 13 ATLAS COURT UPDATE

A report of the Police and Crime Commissioner was presented to provide Members of the Police and Crime Panel with an update on progress with SYP's review of Atlas Court.

A table within the report provided Panel Members with an update on the Force's progress in relation to each objective, including timescales for completion.

Councillor Wilkinson queried if the Sheffield City Council 101 and Out of Hours Service had been routed through to South Yorkshire Police. She asked what effect this had on the waiting times for 101 and how many calls to 101 were for Sheffield City Council and how many were for the Police.

The Commissioner stated that he was unable to answer the latter part of Councillor Wilkinson's question, however, he could confirm that the contract for Sheffield City Council 101 and Out of Hours Service had been returned to SCC and therefore, it should reduce demand on the 101 service.

Mr Chu asked for assurances from the Commissioner that he would be holding the Force to account in terms of implementing each of the objectives.

The Commissioner replied that there was a significant amount of activity taking place around the implementation of Smart Contact, which he would be monitoring very closely. The timescales for the Force achieving the objectives were scheduled for completion by spring/summer 2018.

Mr Chu requested that a progress update report with regards to the review of Atlas Court / Contact Management Objectives be presented to the June 2018 Panel meeting.

The request was acknowledged by the Commissioner.

RESOLVED – That Members of the Police and Crime Panel:-

- i) Noted the contents of the report.
- ii) Requested that an update report on progress with regards to the review of Atlas Court / Contact Management Objectives be presented at the June 2018 Panel meeting.

#### 14 PCC DECISIONS

A report was presented to provide Members of the Police and Crime Panel with information on decisions taken by the Police and Crime Commissioner (PCC).

RESOLVED – That Members of the Police and Crime Panel noted the contents of the report.

#### 15 WORK PROGRAMME

Members considered the 2018/19 Work Programme.

L Noble reminded Members that, at the last meeting of the Panel, it was suggested that an additional (Member only) meeting be convened prior to the Annual Meeting, to look back at the year and start planning for the year ahead.

Members agreed that an additional Panel meeting be held in April 2018, possibly at the conclusion of the Panel meeting scheduled for 20 April 2018.



RESOLVED –

- i) That Members of the Police and Crime Panel noted the contents of the 2018/19 Work Programme.
- ii) That Members' availability be sought for an additional (Member only) Panel meeting to be held in April 2018 (possibly after the conclusion of the Panel meeting scheduled for 20 April 2018).

**16     2018/19 POLICE & CRIME PANEL MEETINGS**

A report was submitted to set out a schedule of meeting dates for the Police and Crime Panel in 2018/19.

Members were informed that future meetings of the Panel would be held at Barnsley Town Hall.

RESOLVED – That Members of the Police and Crime Panel:-

- i) Considered and approved the 2018/19 dates as set out below:-

<b>Meeting Date</b>	<b>Pre-meeting for Members</b>	<b>Panel meeting</b>
Friday 20 April 2018	9:30 am	10:00 am
Monday 4 June 2018	12:30 pm	1:00 pm
Monday 2 July 2018	12:30 pm	1:00 pm
Monday 3 September 2018	12:30 pm	1:00 pm
Monday 3 December 2018	12:30 pm	1:00 pm
Monday 4 February 2019	12:30 pm	1:00 pm
Monday 1 April 2019	12:30 pm	1:00 pm

- ii) Agreed to hold additional / extraordinary meetings / training events as and when appropriate / necessary.

**17     DATE AND TIME OF THE NEXT MEETING**

The next meeting of the Panel will be held on Friday 20 April 2018, 10:00 am, at the Town Hall, Church Street, Barnsley, S70 2TA.

CHAIR

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<b>MEETING:</b>	Planning Regulatory Board
<b>DATE:</b>	Tuesday, 23 January 2018
<b>TIME:</b>	2.00 pm
<b>VENUE:</b>	Council Chamber, Town Hall, Barnsley

## MINUTES

### Present

Councillors D. Birkinshaw (Chair), G. Carr, M. Dyson, Gollick, Hampson, Hayward, Leech, Makinson, Markham, Mitchell, Noble, Richardson, Riggs, Spence, Tattersall, Unsworth, Wilson and R. Wraith

### In attendance at site visit

Councillors D. Birkinshaw (Chair), G. Carr, Hampson, Hayward, Makinson, Mitchell, Tattersall and R. Wraith

## 94. Declarations of Interest

Councillors Unsworth and Makinson declared Non-Pecuniary interests in **Planning Application 2016/1329** [Residential development of 19 no. dwellings and provision of access and parking at land to rear of 26 Cross Lane, Royston, Barnsley S71 4AT] due to their status as Berneslai Homes Board Members.

Councillor Spence declared a Non-Pecuniary interest in **Planning Application Nos 2017/1571** [Minor amendment to internal layout of gardeners and stable yard cottages, repair works and alteration of table yard cottage, retention of cart shed and installation of full height brick arched opening at rear (Listed Building Consent) at Cannon Hall Museum, Bark House Lane, Cawthorne, Barnsley S75 4AT] **and 2017/1579** [Crown lift and remove all branches below 4m in height of 8 Horse Chestnut and 2 Beech trees within area P1 of TPO 1/1951 at Cannon Hall Museum, Bark House Lane, Cawthorne, Barnsley S75 4AT] due to his employment at Cannon Hall Farm.

## 95. Minutes

The minutes of the meeting held on 19<sup>th</sup> December 2017 were taken as read and signed by the Chair as a correct record subject to a minor amendment in respect of Minute No. 82 as Councillor G. Carr had a prior conversation with the applicant.

## 96. Land off Willow Road, Thurnscoe - 2017/1051 - For Approval

The Head of Planning and Building Control submitted a report on **Planning Application 2017/1051** [Erection of 129 dwellings (Phase 2), associated infrastructure and public open space (Full Consent). Residential Development (Phase 3) and associated infrastructure (Outline) – Hybrid Application]

**RESOLVED** that the application be granted in accordance with the Officer recommendation and subject to signing of S106 Agreement.

## 97. Mulberry Lodge, 75 Park Street, Wombwell - 2017/1324 - For Approval

The Head of Planning and Building Control submitted a report on **Planning Application 2017/1324** [Erection of a 10 bed care facility (Use Class C2) and occupational therapy cabin with associated access and parking at Mulberry Lodge, 75 Park Street, Wombwell, Barnsley S73 0HL]

Mr D Jennings addressed the Board and spoke in favour of the officer recommendation to approve the application.

Mr R Bell addressed the Board and spoke against the officer recommendation to approve the application.

**RESOLVED** that the application be granted in accordance with the Officer recommendation and with additional conditions regarding boundary treatment and provision of grit bins.

**98. Cannon Hall Museum, Bark House Lane, Cawthorne - 2017/1571 - For Approval**

The Head of Planning and Building Control submitted a report on **Planning Application 2017/1571** [Minor amendment to internal layout of gardeners and stable yard cottages, repair works and alteration of table yard cottage, retention of cart shed and installation of full height brick arched opening at rear (Listed Building Consent)].

**RESOLVED** that the application be granted in accordance with the Officer recommendation.

**99. Land to rear of 26 Cross Lane, Royston - 2016/1329 - For Approval**

The Head of Planning and Building Control submitted a report on **Planning Application 2016/1329** [Residential development of 19 no. dwellings and provision of access and parking at land to rear of 26 Cross Lane, Royston, Barnsley S71 4AT]

**RESOLVED** that the application be granted in accordance with the Officer recommendation and subject to signing of S106 Agreement.

**100. Athersley Community Association and Football Club, Ollerton Road, Athersley North - 2017/1083 - For Approval**

The Head of Planning and Building Control submitted a report on **Planning Application 2017/1083** [Construction of concrete base and 200 capacity grandstand at Athersley Community Association and Football Club, Ollerton Road, Athersley North, Barnsley S71 3DP]

**RESOLVED** that the application be granted in accordance with the Officer recommendation.

**101. Cannon Hall Museum, Bark House Lane, Cawthorne - 2017/1579 - For Approval**

The Head of Planning and Building Control submitted a report on **Planning Application 2017/1579** [Crown lift and remove all branches below 4m in height of 8 Horse Chestnut and 2 Beech trees within area P1 of TPO 1/1951 at Cannon Hall Museum, Bark House Lane, Cawthorne, Barnsley S75 4AT]

**RESOLVED** that the application be granted in accordance with the Officer recommendation.

**102. Kendray Street, Barnsley - 2017/1601 - For Approval**

The Head of Planning and Building Control submitted a report on **Planning Application 2017/1601** [Erection of an electrical substation at land at Kendray Street, Barnsley S70 2JL]

**RESOLVED** that

- (i) Approval be delegated to Officers, subject to the conditions given, once the consultation period has ended, and
- (ii) Any representations received to be discussed with the Chair.

**103. Planning Appeals - 1st to 31st December 2017**

The Head of Planning and Building Control submitted an update regarding cumulative appeal totals for 2017/18.

The report indicated that 4 appeals were received in December 2017.

No appeals were withdrawn in December 2017.

3 appeals were decided in December 2017.

It was reported that 22 appeals have been decided since 1<sup>st</sup> April 2017, 14.5 of which (65.9%) have been dismissed, 7.5 of which (34.1%) have been allowed.

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Chair

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<b>MEETING:</b>	Planning Regulatory Board
<b>DATE:</b>	Tuesday, 20 February 2018
<b>TIME:</b>	2.00 pm
<b>VENUE:</b>	Council Chamber, Town Hall, Barnsley

## MINUTES

### Present

Councillors D. Birkinshaw (Chair), G. Carr, Coates, M. Dyson, Gollick, Hampson, Higginbottom, Leech, Makinson, Noble, Richardson, Riggs, Spence, Tattersall, Unsworth and R. Wraith

### 104. Declarations of Interest

Councillor Spence declared a Non-Pecuniary interest in **Planning Application No 2017/1695** – [Removal of T19, G26, G27, T28, T29, G56, G58, T67, T70, G95, G96, G110, G120, G127, G160, G192, G193, G198 and G199 from south side of Lakes within TPO 1/1957] at Cannon Hall Museum, Bark House Lane, Cawthorne, Barnsley S75 4AT as he is employed by Cannon Hall Farm.

Councillors Leech and Tattersall declared Non-Pecuniary interests in **Planning Application No 2017/1539** - [Erection of 54 no. dwelling houses] at land off Catherine's Walk, Athersley South due to them being local ward members.

### 105. Minutes

The minutes of the meeting held on 23<sup>rd</sup> January 2018 were taken as read and signed by the Chair as a correct record.

### 106. Land off Catherine's Walk, Athersley South - 2017/1539 - For approval

The Head of Planning and Building Control submitted a report on **Planning Application 2017/1539** [Erection of 54 no. dwelling houses] at land off Catherine's Walk, Athersley South.

**RESOLVED** that the application be granted in accordance with the Officer recommendation subject to the completion of a S106 Agreement (100% affordable housing provision and education provision) and the imposition of an additional condition requiring obscure glazing relating to the windows on the east facing side elevation of Plot 17. In addition, Officers were requested to investigate the adequacy of existing pedestrian crossing facilities along the route to the greenspace located at Rotherham Road/Wakefield Road. Furthermore it was requested that consideration be afforded to the provision of appropriate lighting to the public footpath which is located adjacent to the site.

### 107. Crowick House, Belle Green Lane, Cudworth, Barnsley - 2017/1300 - For refusal

The Head of Planning and Building Control submitted a report on **Planning Application 2017/1300** [Erection of 1 no. dwelling and associated access (Resubmission)] at Crowick House, Belle Green Lane, Cudworth, Barnsley.

Mr James Ellis addressed the Board and spoke against the officer recommendation to refuse the application.

**RESOLVED** that the application be refused in accordance with the Officer recommendation.

**108. Cannon Hall Museum, Bark House Lane, Cawthorne, Barnsley S75 4AT - 2017/1695 - For approval**

The Head of Planning and Building Control submitted a report on **Planning Application 2017/1695** [Removal of T19, G26, G27, T28, T29, G56, G58, T67, T70, G95, G96, G110, G120, G127, G160, G192, G193, G198 and G199 from south side of Lakes within TPO 1/1957] at Cannon Hall Museum, Bark House Lane, Cawthorne, Barnsley S75 4AT

**RESOLVED** that the application be granted in accordance with the Officer recommendation.

**109. Planning Appeals - 1st to 31st January 2018**

The Head of Planning and Building Control submitted an update regarding cumulative appeal totals for 2017/18.

The report indicated that 3 appeals were received in January 2018.

It was reported that 25 appeals have been decided since 1 April 2017, 16.5 of which (66%) have been dismissed and 8.5 of which (34%) have been allowed.

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Chair



<b>MEETING:</b>	General Licensing Regulatory Board
<b>DATE:</b>	Wednesday, 21 February 2018
<b>TIME:</b>	2.00 pm
<b>VENUE:</b>	Reception Room, Barnsley Town Hall

## MINUTES

### Present

Councillors C. Wraith MBE (Chair), J. Carr, Clarke, M. Dyson, S. Green, Daniel Griffin, Hampson, W. Johnson, Millner, Pourali, Richardson, Shepherd, Spence, Sumner, Tattersall and Wilson

### 25 Declaration of Interests

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

### 26 Minutes

The minutes of the meeting held on the 20<sup>th</sup> December, 2017 were taken as read and signed by the Chair as a correct record.

### 27 Enforcement Update

The Service Director Culture, Housing and Regulation submitted a report providing an overview of the work of Licensing Enforcement Officers undertaken recently.

Licensing Enforcement Officers had proactively embarked on a number of taxi licensing enforcement operations as follows:

- (a) 20<sup>th</sup> December, 2017 – a day time operation involving Licensing Enforcement Officers, Vehicle Examiners from the Smithies Lane Depot and representatives from the South Yorkshire Police. The operation focused on all licensed vehicles in the vicinity of the Summer Lane roundabout.
  - Of the 22 vehicles inspected, 18 were found to be compliant and 4 were issued with immediate suspension notices for a variety of defects including warning lights on the dashboard, tyres being below the legal limit, headlights being incorrectly aligned and number plate lights being inoperative
  - In addition, three drivers were issued with Written Warnings for failing to complete or falsifying their daily inspection books
- (b) 18<sup>th</sup> January, 2018 – a day time operation involving Licensing Enforcement Officers and Vehicle Examiners from the Smithies Lane Depot focusing on Springwell School where drivers and vehicles were contracted to transport children to school on a daily basis. The Chair of the Regulatory Board (Councillor C Wraith MBE) was also in attendance.
  - Of the 29 vehicles inspected 22 were found to be compliant and 7 were issued with immediate suspension notices for a variety of defects including inoperative lights and indicators

Vehicle compliance continued to be an issue at the forefront of every enforcement operation and with every Vehicle Examiner whilst undertaking vehicle inspections. It was pleasing to note, however, that vehicle compliance was continuing to improve and was a testament to the hard work of the staff involved with enforcement. Vehicle failure rates were still at an unacceptable level and it was important that operators, vehicle proprietors and drivers accepted responsibility for their failures and made a change as to not do so could potentially put the safety of the travelling public at risk. In addition, the failure to complete basic vehicle inspection sheets, which the Trade had requested be introduced as a tool to ensure the safety of a licensed vehicle was also not acceptable.

It was reported that following an investigation by Barnsley Licensing Officers, a Taxi Driver who was licenced in Sheffield and who had picked up a fare in Barnsley Town Centre in contravention of Licensing Conditions had been given a £150 fine at Barnsley Magistrates Court. He had also been ordered to pay costs of £500 and a victim surcharge of £30.

Further proactive enforcement operations would continue to be undertaken on a quarterly basis

In the ensuing discussion, and in response to questioning, particular reference was made to the following:

- There was particular concern at the continued problems associated with vehicle lights. It was suggested that in order to prevent this occurring as often, consideration should be given to an amendment to Licensing Conditions requiring drivers to carry a spare bulb kit for their vehicles. In this way, any problems found could be rectified immediately and any driver found not to be in possession of a bulb kit could then be given a Written Warning. It was noted, however, that certain types of vehicles had bulbs which could not be replaced at the roadside
- Arising out of the above, reference was made to the actions that could be taken in relation to vehicles with dangerous defects and there was a discussion about the possibility of requiring the drivers/operators of such vehicles to appear before a General Licensing Regulatory Board in the first instance rather than being given a Written Warning. It was suggested that this would require a change of Licensing Policy
- It was noted that where vehicles were inspected and were not licensed by this Authority, information about such checks and failures would be reported to the Licensing Authority concerned
- In response to specific questioning, the Board noted that only the Police could issue fixed penalty notices and that these could not be issued retrospectively or following referrals from Licensing Officers. Reference was made in this respect to the varying roles and responsibilities of officers of the Authority and the various agencies involved in Enforcement exercises
- The Chair, Councillor C Wraith MBE, commented on the excellent work of Licensing Enforcement Officers who often had to deal with difficult situations. Particular reference was made in this respect to the work of Mrs D Bailey.
- Arising out of the above, reference was made to, and there was a discussion of, the need to ensure that the Health and Safety of staff was maintained. It was noted that staff were unlikely to face any physical attacks as any driver

doing so would lose their licence and subsequently their livelihood. In addition, staff rarely undertook enforcement action on their own

- Reference was made to the actions of one driver who had been using foul and abusive language. This had resulted in a note being recorded on his personal record. It was noted that the driver had been made aware that any further occurrences of this nature could require him to appear before a Panel of the General Licensing Regulatory Board
- The Licensing Enforcement Officer gave an update of Operation Duxford that had been undertaken on the 15<sup>th</sup> February, 2018. This had been a multi-agency operation involving Licensing Enforcement Officers, Vehicle Examiners from the Smithies Lane Depot, representatives of the South Yorkshire Police, Vosa and Customs and Excise, in addition, the Chair had also been in attendance. The full day exercise had included roadside checks and of the 21 vehicles inspected 6 had been suspended, one for tyres and five for faulty lights. Four Written Warnings had been issued for failing to complete daily check books
- Members of the Board noted that a couple of years ago all drivers had been issued with a free tyre gauge and that the dangers associated with faulty tyres was a regular feature in the theory test for drivers. The Chair commented that whilst improvements were still required, the progress made over the last 2-3 years had been tremendous. It was felt that the consistency with which drivers were treated, the follow up by the General Licensing Regulatory Board Panel and the involvement of multi agencies was having a positive impact on improving compliance with licensing conditions. Drivers now knew the potential consequences of their actions, that they could be required to appear before a Panel of Members and that they would not be treated lightly.
- Members noted that further enforcement exercises targeting Operators was to be undertaken shortly
- The success of the 'Whose taking you home' campaign were noted

#### **RESOLVED:**

- (i) that the Board place on record their thanks and appreciation to the staff within the Licensing Service and Smithies Lane Depot for all their hard work in undertaking enforcement activities and ensuring the continued safety of the travelling public and for the outstanding results currently being achieved; and
- (ii) That consideration be given to the feasibility of amending Licensing Conditions to require:
  - all drivers to carry spare bulb kits (where appropriate given the vehicle type) and that failure to do so result in the issuing of a Written Warning
  - the drivers/operators of vehicles found to have dangerous defects to appear before a General Licensing Regulatory Board Panel as a mandatory requirement.

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Chair

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<b>MEETING:</b>	Statutory Licensing Regulatory Board
<b>DATE:</b>	Wednesday, 21 February 2018
<b>TIME:</b>	2.30 pm
<b>VENUE:</b>	Reception Room, Barnsley Town Hall

## MINUTES

### Present

Councillors C. Wraith MBE (Chair), J. Carr, Clarke, S. Green, Daniel Griffin, W. Johnson, Spence, Sumner, Tattersall and Wilson

### 3 Declaration of Interests

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

### 4 Minutes

The minutes of the meeting held on the 20<sup>th</sup> December, 2017 were taken as read and signed by the Chair as a correct record.

### 5 Enforcement Update

The Service Director Culture, Housing and Regulation submitted a report providing an overview of the work of Licensing Enforcement Officers undertaken recently in relation to the Licensing Act 2003.

#### (a) Suspension of Premises Licences for failing to pay the annual fee

It was reported that several licensed premises within the borough had outstanding annual fees in relation to their premises licences and Licensing Officers were now in a position to be able to suspend such premises licences in order to comply with the requirements of Section 55a of the Licensing Act 2003. The suspension would remain in place until such time as the outstanding fee was paid.

These premises would already have received invoices and documentation requesting outstanding fees and whilst Licensing Officers would do their utmost to avoid suspending a licence, the Licensing Act 2003 was clear that suspensions should take place if fees were due.

#### (b) Training for SIA Doormen

Officers within Public Health and Licensing were working together to provide training for SIA Doormen and especially for those working within the Town Centre Licensed premises. This training was aimed at promoting awareness of equality and diversity issues and helping doormen to understand and provide support to people with mental health issues. It would also aim to improve understanding of the effects of alcohol and substance misuse as well as offering the opportunity for doormen to become qualified first aiders.

### (c) Charity Boxing Events

It was noted that following the death of a young boxer who had been taking part in an unlicensed boxing event at a nightclub in Great Yarmouth, Barnsley Licensing Officers had met Health and Safety Officers in order to raise awareness of the risks associated with such events and the measures that Officers could take to ensure that the organisers were carrying out the event safely.

All applications for premises licences that included the provision of boxing or wrestling would be required to provide a suitable and sufficient Health and Safety Risk Assessment to both the Licensing Authority and Environmental Services at least 21 days prior to an event taking place.

### (d) Immigration checks on Licensed Premises

Licensing Officers accompanied by Immigration Enforcement Officers had inspected a premise in the Town Centre on the 2<sup>nd</sup> February, 2018 following the receipt of intelligence that suggested that illegal immigrants may have been working and living on the premises in contravention of the Licensing Act 2003.

The premises had been compliant with the appropriate legislation and all individuals had the correct permissions to live and work in the UK.

It was reported that proactive enforcement action would continue to take place on a regular basis. In addition, further enforcement action was being planned with various agencies including the Police and the Immigration Service as, by doing so, and by encouraging all individuals licensed under the Licensing Act 2003 to accept responsibility for their failures, that the safety of the public could be maintained.

In the ensuing discussion, the following matters were raised:

- In relation to the suspension of Premises Licences
  - It was noted that some of the premises concerned may have gone out of business in which case this would not be an issue, the problem would be with those premises which were continuing to trade
  - Arising out of the above and in response to specific questioning, information was provided about the way in which the Authority had previously chased up outstanding fees. It was hoped that the new arrangements involving the Licensing Service in the initial follow up when there was a default in payments would improve collection arrangements
  - The fees for a premises licence was dependent upon the rateable value of the property concerned
  - It was noted that a premises licence holder was responsible for any outstanding debts. Any outstanding liabilities were not 'attached' to the premises. Any member with information about 'absentee' licence holders should contact the Licensing Service
- In relation to Training for SIA Doormen
  - The proposals were well supported by the Doormen and previous training exercises had proved to be more popular than anticipated with

more people attending than was expected. Reference in this respect was made to the 'anti-terrorism' training

- The aim of the training exercise was to help Doormen deal with situations they were likely to encounter as part of their role
  - It was noted that many doormen had alternative daytime employment so may not be able to attend the training and consideration would have to be given to how such issues could be addressed
  - It was reported that not all premises were required to have doormen and some only needed them at 'peak' times. Such matters were detailed within the Licensing Conditions for each premise
  - There was a discussion centring on the type of first aid training to be provided. It was noted that all night marshals were now trained to administer adrenalin and they were also in contact via radio with the doormen so that in urgent situations help/assistance could be sought and provided
- In relation to Charity Boxing Events
    - There had a slight increase in the number of charitable boxing events being advertised and whilst premises could be licensed for such events (in terms of the Licensing Act 2003), this did not mean that they were complying with Health and Safety legislation which required there to be a professional referee and doctor on site whilst such events were taking place. If Members became aware of such types of events taking place, they should immediately inform the Licensing Service so that the necessary checks could be made to ensure that the event was run appropriately
    - It was noted that the organisers of such events were sometimes not aware of the Health and Safety legislation and the exercise being undertaken by the Licensing Service and Health and Safety was about educating them so that events were run correctly
    - It was suggested that the Council's website be amended to include a schedule detailing the requirements organisers needed to meet in order to run a successful event. This would be investigated
  - In relation to Immigration checks
    - It was noted that all checks by Immigration Officers had to be undertaken in response to intelligence information. They were precluded from undertaking random checks possibly because of the number of premises involved and the limited resources available which meant that the focus had to be on intelligence led operations.
    - The Immigration Service had given an assurance that whenever an exercise was undertaken within the Borough, they would contact the Licensing Service so that Enforcement Officers could accompany Immigration Officers
    - It was noted that the majority of premises visited were predominately those with Late Night Refreshment Licences

#### **RESOLVED:**

- (i) That the Board place on record their thanks and appreciation to the staff within the Licensing Service for all their hard work in undertaking enforcement

activities and ensuring the continued safety of the public and for the outstanding results currently achieved; and

- (ii) That update reports on all enforcement activity continue to be submitted to the Regulatory Board on a regular basis.

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Chair



## **NOTES OF GENERAL LICENSING REGULATORY BOARD PANEL**

**6<sup>th</sup> February, 2018**

**Present:** Councillors C Wraith MBE (Chair), Murray and Wilson together with Councillor Spence (Reserve Member).

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

### **1 Declarations of Interests**

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

### **2 Hackney Carriage and Private Hire Driver's Licence – Application – Mr T L**

The Panel considered a report of the Service Director Culture, Housing and Regulation on an application for the grant of a Hackney Carriage and Private Hire Driver's Licence by Mr T L.

Mr T L was in attendance and gave evidence in support of his case.

After considering all the information and representations made the Panel decided to grant the application for a Hackney Carriage and Private Hire Driver's Licence as there was sufficient justification to warrant a deviation from the Council's Guideline Policy for Criminal Convictions, but in view of the fact that the Panel had concerns that the applicant was not entirely truthful in some of the answers given to the questions posed, this be granted subject to review in six months' time and on the following grounds:

- The manner in which he presented himself
- The time that had elapsed since the last offence (which was more than 9 years ago) and his unblemished record since that time
- The remorse and shame shown at the offences committed
- The fact that he has shown that he appeared to have a good work ethic
- The assurance that he has changed his life
- The fact that he has convinced the Panel that he is a fit and proper person to hold such a licence

The decision of the Panel was unanimous.

### **3 Hackney Carriage and Private Hire Driver's Licence – Application- Mrs F S**

The Panel considered a report of the Service Director Culture, Housing and Regulation on an application for the grant of a Hackney Carriage and Private Hire Driver's Licence by Mrs F S.

Mrs F S was in attendance and gave evidence in support of her case.

After considering all the information and representations made the Panel decided to grant the application for a Hackney Carriage and Private Hire Driver's Licence as

there was sufficient justification to warrant a deviation from the Council's Guideline Policy for Criminal Convictions in relation to migrant workers and on the following grounds:

- Whilst resident in her country of origin she confirmed that she had no criminal convictions recorded against her
- She became a naturalised citizen in 2014, had lived in the UK for a number of years and held a position of work
- The Enhanced DBS check had come back clear and had been since she came into the UK

The decision of the Panel was unanimous.

### **6<sup>th</sup> March, 2018**

**Present:** Councillors C Wraith MBE (Chair), Daniel Griffin and Tattersall together with Councillor J Carr (Reserve Member).

#### **4 Hackney Carriage and Private Hire Driver's Licence – Application Mr G A**

The Panel considered a report of the Service Director Culture, Housing and Regulation on an application for the grant of a Hackney Carriage and Private Hire Driver's Licence by Mr G A.

Mr G A was in attendance together with his brother Mr A who gave evidence in support of his case.

After considering all the information and representations made the Panel decided to refuse the grant of a Hackney Carriage and Private Hire Driver's Licence on the following grounds:

- There was insufficient justification to warrant a deviation from the Council's Guideline Policy for Criminal Convictions as he had not convinced the Panel that he was a fit and proper person to hold such a licence
- The issuing of a simple caution by Sheffield Trading Standards
- The nature of the offences committed and the severity of the penalties imposed by the court in respect of which he pleaded guilty
- The belief that he knowingly allowed the offences to be committed even after the issuing of a simple caution
- The insufficient time that has elapsed since the last conviction and his failure to fully accept his responsibilities given that he was a Licence Holder who should have used more stringent precautions and checks

The decision of the Panel was unanimous.

#### **5 Hackney Carriage and Private Hire Driver's Licence – Determination – Mr J D F**

The Panel considered a report of the Service Director Culture, Housing and Regulation on an application for the grant of a Hackney Carriage and Private Hire Driver's Licence by Mr J D F.

Mr J D F was in attendance and gave evidence in support of his case.

After considering all the information and representations made the Panel decided to grant the application for a Hackney Carriage and Private Hire Driver's Licence as there was sufficient justification to warrant a deviation from the Council's Guideline Policy for Criminal Convictions on the following grounds:

- The manner in which he presented himself
- The time that had elapsed since the last offence (which was more than 25 years ago) and the fact that most of the offences were committed whilst he was still a juvenile
- The remorse and shame shown at the offences committed
- The assurance given that he has changed his life
- The references of support
- His previous experience as a taxi driver for a number of years with the Authority
- His work with children
- The fact that he has convinced the Panel that he is a fit and proper person to hold such a licence

The decision of the Panel was unanimous.

## **6 Hackney Carriage and Private Hire Driver's Licence – Application – Mr N M**

The Panel considered a report of the Service Director Culture, Housing and Regulation on an application for the grant of a Hackney Carriage and Private Hire Driver's Licence by Mr N M.

Mr N M was in attendance and gave evidence in support of his case.

After considering all the information and representations made the Panel decided to grant the application for a Hackney Carriage and Private Hire Driver's Licence on the following grounds:

- He has demonstrated that he is a fit and proper person to hold such a licence
- There was sufficient justification to warrant a deviation from the Council's Guideline Policy for Criminal Convictions in relation to migrant workers
- Whilst resident in his country of origin he confirmed that he had no criminal convictions recorded against him
- He became a naturalised citizen in 2005 and as such had the right to live and work in the UK
- He had lived in the UK for a number of years and had held various positions of work
- His Enhanced DBS check had come back clear and had been since he came into the UK

The decision of the Panel was unanimous.

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# Item 15

## **APPEALS, AWARDS AND STANDARDS REGULATORY BOARD**

### **(a) School Admission Appeals Panel – 23<sup>rd</sup> January, 2018**

St Helen's Primary Academy	1 Allowed
Wilthorpe Primary	1 Refused 1 Withdrawn
Burton Road Primary	1 Allowed

### **(b) School Admission Appeals Panel – 25<sup>th</sup> January, 2018**

Wellgate Primary	2 Withdrawn
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### **(c) School Admission Appeals Panel – 5<sup>th</sup> February, 2018**

Holy Trinity	3 Refused 1 Allowed
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### **(d) School Admission Appeals Panel – 7<sup>th</sup> February, 2018**

Mapplewell Primary	1 Refused
Athersley North Primary	3 Refused
Athersley South Primary	3 Refused
Darton College	1 Allowed 1 Refused

### **(e) School Admission Appeals Panel – 9<sup>th</sup> February, 2018**

Barugh Green Primary	1 Refused
Kexborough Primary	1 Refused
Penistone Grammar	1 Allowed

### **(f) School Admission Appeal Panel – 20<sup>th</sup> February, 2018**

Brierley C of E Primary	1 Allowed 2 Refused
Horizon Community College	1 Refused
Wilthorpe Primary	1 Refused
Cawthorne C of E Primary	1 Refused

**(g) School Admission Appeal Panels – 6<sup>th</sup> March, 2018**

Penistone Grammar	3 Refused 1 Allowed
Oxspring Primary	1 Withdrawn

**(h) School Admission Appeals Panel – 12<sup>th</sup> March, 2018**

Horizon Community College	1 Refused
Dearne ALC	1 Allowed
Forrest Academy	1 Allowed

**(i) School Admission Appeals Panel – 13<sup>th</sup> March, 2018**

Holy Trinity	2 Refused
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**Other appeals withdrawn prior to the allocation of a date**

St Helen's Primary	3 Withdrawn
High View PLC	1 Withdrawn
Horizon Community College	2 Withdrawn
Holy Trinity	1 Withdrawn

<b>MEETING:</b>	Health and Wellbeing Board
<b>DATE:</b>	Tuesday, 30 January 2018
<b>TIME:</b>	4.00 pm
<b>VENUE:</b>	Reception Room, Barnsley Town Hall

## MINUTES

### Present

Dr Nick Balac, NHS Barnsley Clinical Commissioning Group (in the Chair)  
 Councillor Jim Andrews BEM, Deputy Leader  
 Councillor Jenny Platts, Cabinet Spokesperson – Communities  
 Councillor Caroline Saunders, Cabinet Support Member – People (Safeguarding)  
 Rachel Dickinson, Executive Director People  
 Lesley Smith, Chief Officer, NHS Barnsley Clinical Commissioning Group  
 Ann O'Flynn, Service Director Customer Services  
 Diane Lee, Head of Public Health  
 Adrian England, HealthWatch Barnsley  
 Helen Jaggar, Chief Executive, Berneslai Homes  
 Sean Rayner, District Director, South West Yorkshire Partnership NHS Foundation Trust

### 35 Declarations of Pecuniary and Non-Pecuniary Interests

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

### 36 Minutes of the Board Meeting held on 3rd October, 2017 (HWB.30.01.2018/2)

The meeting considered the minutes of the previous meeting held on 3<sup>rd</sup> October, 2017.

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

### 37 Minutes from the Children and Young People's Trust Executive Group held on 28th September and 13th November, 2017 (HWB.30.01.2018/3)

The meeting considered the minutes of the Children and Young People's Trust Executive Group held on 28<sup>th</sup> September and 13<sup>th</sup> November, 2017. The meeting noted in particular the progress in respect of supporting children, young people and families to make healthy lifestyle choices and to address the issue of teenage pregnancy. The meeting noted the progress being made by Health Watch in drafting a report on children and young people's sexual health.

**RESOLVED** that the minutes be received.

### 38 Minutes from the Safer Barnsley Partnership held on 14th September, and 27th November, 2017 (HWB.30.01.2018/4)

The meeting considered the minutes from the Safer Barnsley Partnership Executive Board meetings held on 14<sup>th</sup> September and 27<sup>th</sup> November, 2017.

**RESOLVED** that the minutes be received.

**39 Minutes from the Provider Forum held on 13th September and 13th December, 2017 (HWB.30.01.2018/5)**

The meeting considered the minutes from the Health and Wellbeing Provider Forum meetings held on 13<sup>th</sup> September and 13<sup>th</sup> December, 2017. The meeting noted in particular the focus on mental health issues in relation to suicide prevention and actions in relation to trips and falls. The meeting noted the need to secure attendance by the GPs' Federation and arrangements would be made to invite them again, following recent management changes within the organisation.

The meeting received clarification that the Live Well Barnsley project was essentially a new directory of health and wellbeing services in Barnsley, as distinct from Be Well Barnsley which was a commissioned service. The meeting noted the extent to which the various strategies and activities contributed to the delivery of the Health and Wellbeing Strategy and discussed the need to identify these and ensure that appropriate connections were made. Members commented on the importance of the Board being kept informed of progress of Be Well Barnsley, particularly in relation to smoking cessation services.

**RESOLVED:-**

- (i) that the minutes be received;
- (ii) that arrangements be made to renew the invitation to the GPs' Federation to attend the Provider Forum; and
- (iii) that SSDG give further consideration as to how the various strategies and activity identified contributes to the delivery of priorities within the Health and Wellbeing Strategy for further consideration by the Board.

**40 Minutes from the Stronger Communities Partnership held on 15th August, and 21st November, 2017 (HWB.30.01.2018/6)**

The meeting considered the minutes from the Stronger Communities Partnership meeting held on 15<sup>th</sup> August and 21<sup>st</sup> November, 2017. The meeting noted the reference to the Social Prescribing project in Minute 5 of the meeting on 21<sup>st</sup> November, 2017, and that this was a commissioned service to run over the next 3 years, rather than a pilot project.

**RESOLVED** that the minutes be received.

**41 Minutes from the South Yorkshire and Bassetlaw Sustainability and Transformation Partnership held on 8th September, 13th October, 10th November, and 8th December, 2017 (HWB.30.01.2018/7)**

The meeting considered the minutes from the South Yorkshire and Bassetlaw STP Partnership Board held on 8<sup>th</sup> September, 13<sup>th</sup> October, 10<sup>th</sup> November and 8<sup>th</sup> December, 2017. The meeting noted the establishment of an Oversight and Governance Group for the Accountable Care System, comprised of chairs of Health and Wellbeing Boards, CCGs and Foundation Trusts, keep the arrangements under



review. The meeting noted the various engagement activities in place in relation to Accountable Care Systems, including a session for local authority Elected Members on 24<sup>th</sup> March, 2018.

**RESOLVED** that the minutes be received.

#### **42 Public Questions at the Health and Wellbeing Board (HWB.30.01.2018/8)**

The meeting noted that no public questions had been received for this meeting and considered a report seeking to review the arrangements for public questions following the first 6 months operation.

**RESOLVED:-**

- (i) that arrangements be piloted to allow public questions on agenda items for any particular meeting with a deadline of 12noon on the day after the publication of the agenda; and
- (ii) that the arrangements be reviewed again after 6 months operation.

#### **43 Barnsley Health and Care Together (HWB.30.01.2018/9)**

The meeting considered a report giving an update on the development of the Barnsley Health and Care Together Partnership seeking to deliver the Accountable Care System for the Borough. The report highlighted in particular work to deliver the Barnsley Plan and the support of the Provider Alliances associated with this. The meeting noted the particular focus on improving outcomes for cardiovascular disease and the frail elderly, but also developing the community dimension working across agencies to develop support mechanisms to keep people well. The meeting noted the importance of the “community stream” and looked forward to further detail of how progress against this ambition can be measured.

**RESOLVED:-**

- (i) that the report be noted; and
- (ii) that a report be submitted to the Board in due course on the progress of work on the “community stream”.

#### **44 Integrated Carers Service (HWB.30.01.2018/10)**

The meeting considered a report giving an update on the commissioning of an Integrated Carers Service and the development of the strategy action plan aimed at supporting carers to optimise their quality of life and continue to be effective in their caring role. The meeting discussed the importance of making clear to carers the nature and extent of the support available to them, and making this better coordinated and easier to access and navigate. There was a concern that not enough was done to identify those undertaking caring roles nor to point them in the direction of the support that was available. The meeting noted the engagement with carers during the development of the Strategy and the importance that this continued as the action plan was taken forward.

**RESOLVED** that the commissioning of an Integrated Carers Service to maximise resources and outcomes for carers, as identified within the Carers Strategy and action plan, be supported.

#### **45 Falls Prevention, Early Help and Frailty (HWB.30.01.2018/11)**

The meeting considered a report on work across the Borough in relation to falls, early help and frailty. The meeting noted in particular how an older person becoming immobile as a result of a fall and hospital stay could have their condition exacerbated, and the meeting viewed videos demonstrating how different approaches could lead to different outcomes.

The meeting noted activity particularly with care home staff to give them confidence in assessing whether admission to hospital following a fall was necessary, to avoid the older person becoming less mobile. It was hoped that this would reduce the number of hospital admissions following falls to the minority cases where there was an underlying medical cause that could only be treated in hospital. The meeting noted the details of the frailty workstream, and the particular attention being given to screening and advanced planning as those issues most in need of attention.

#### **RESOLVED:-**

- (i) that the multi-agency work taking place in relation to falls and frailty be welcomed;
- (ii) that the falls work being undertaken be endorsed and supported, in particular the need to promote effective communication and workstreams across organisational boundaries; and
- (iii) that Board members continue to provide leadership within their organisations to pursue further work on this matter.

#### **46 Pharmaceutical Needs Assessment (HWB.30.01.2018/12)**

The meeting considered a report on the final draft of the Barnsley Pharmaceutical Needs Assessment (PNA) for approval and publication by 1<sup>st</sup> April, 2018. The meeting noted the requirements to undertake a PNA and the work across South Yorkshire to develop this for 2018-20. The Assessment concluded that Barnsley had good coverage across the Borough for pharmaceutical services in terms of choice, access and opening hours, and the meeting noted that this coverage had not deteriorated since the previous PNA.

The meeting noted the importance of community pharmacies in improving health and reducing health inequalities through a range of activity. Board members commented on the importance of better promotion of this role, particularly acknowledging the concept of pharmacies becoming the neighbourhood health and wellbeing hub. The meeting noted concerns that this focus was lost in the event that Barnsley became reliant on a small number of larger companies providing pharmacies.

**RESOLVED** that the Barnsley Pharmaceutical Needs Assessment for 2018-2020 be approved for publication.

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Chair

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<b>MEETING:</b>	Overview and Scrutiny Committee
<b>DATE:</b>	Tuesday, 30 January 2018
<b>TIME:</b>	1.00 pm
<b>VENUE:</b>	Council Chamber, Barnsley Town Hall

## MINUTES

### Present

Councillors W. Johnson (Chair), P. Birkinshaw, G. Carr, Charlesworth, Clarke, Clements, K. Dyson, Ennis, Frost, Gollick, Daniel Griffin, Hampson, Hayward, Lofts, Makinson, Mitchell, Phillips, Pourali, Sheard, Tattersall, Unsworth, Williams and Wilson together with co-opted member Mr J. Winter.

### 52 Apologies for Absence - Parent Governor Representatives

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

### 53 Declarations of Pecuniary and Non-Pecuniary Interest

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

### 54 Minutes of the Previous Meeting

The minutes of the meeting held on 9<sup>th</sup> January, 2018 were approved as a true and accurate record.

### 55 Barnsley Safer Neighbourhood Services

The following witnesses were welcomed to the meeting:-

- Paul Brannan, Head of Service – Safer Communities, BMBC
- Mark Giles, Services Manager – Safer Communities, BMBC
- Councillor Jenny Platts, Cabinet Spokesperson – Communities, BMBC
- Chief Inspector Jakki Hardy – South Yorkshire Police

Councillor Platts introduced the item by reminding Members that the Safer Neighbourhood Service had gone live in April 2017, reintroducing neighbourhood policing and multi-agency working at all levels, with teams aligned to Area Councils. The model was developed in light of reduced resources, and a change of such magnitude presented challenges. Members were invited to discuss the service, how it was currently operating, and suggest areas which may require improvement. In the following discussion Members asked a number of questions, and the following points were raised:-

- Questions were asked about whether there are comparable models which could be used to learn from or share ideas. It was noted that the local arrangements, although taking best practice from other areas, had no direct comparison. It was noted that the model was based on good practice from previous neighbourhood policing in Barnsley, but that the challenge was delivering this within much reduced resources.

- With regards to Crime and Safety Group meetings, it was clarified that the responsibility for the organisation of these was with the community, but that the team would endeavour to send a representative, be it Council or Police. However where this was not possible, it was often due to shift patterns, and groups were encouraged to discuss whether a mutually agreeable time to hold the meeting could be arrived at. Members heard that consideration was given to developing standards of engagement, and that Crime and Safety Group meetings would be part of this, as would Police and Communities Together (PACT) meetings, with the latter being the responsibility of the local Sergeant or Team Leader.
- With regards to the distribution of resources, it was noted that there were joint resources in every area, with a Police Community Support Officer (PCSO) in each ward to cover the whole of the borough geographically. However in considering and responding to demand teams were based in Royston, Goldthorpe, Kendray and the Town Centre.
- In response to questions about anti-social behaviour Members heard how this had reduced by 21% over the past year. The meeting discussed underreporting of anti-social behaviour, and issues with the 101 service. It was noted that in the first few months of operation of the new model reporting increased but had since declined, however more local contact numbers were being introduced to assist reporting.
- Regarding feedback being provided following incidents, Members heard this was covered by the Victim Code of Practice and the process was scrutinised. If there were issues, it was suggested that residents were encouraged to provide feedback so any underperformance could be raised with officers.
- In relation to substance misuse and mental health it was noted that nationally 40% of incidents involved mental health, and that for many individuals issues with substance misuse and mental health were often linked. Locally partners including South West Yorkshire NHS Partnership Foundation Trust (SWYPFT), Yorkshire Ambulance Service (YAS), Child and Adolescent Mental Health Services (CAMHS) and others were meeting to ensure systems were working most efficiently to assist vulnerable people before crisis point was reached. It was noted the hub had 2 workers dedicated to mental health and their involvement over the past 6 months had significantly lessened the impact on other services.
- In reference to substance misuse services, it was noted that the new commission from April 2017 was reduced in value, and that this did impact on provision. Members heard how provision for young people had been part of the wider commission since this time. The meeting noted the need to review the service to see if it was meeting needs and identify any gaps.
- Members heard how the service is currently in discussion with Berneslai Homes how best to work together moving forward in phase 2 of the model.
- Questions were raised about the systems for data collection, and whether they were fit for purpose or were too resource intensive. Members heard of the challenge to improve systems for data and information, including the interface and sharing of information between the Police and Council. The resource required was acknowledged, but it was felt that this was essential for proper triage and assessment; understanding demand and prioritising issues to maximise the impact of the service.
- The meeting discussed the demand placed on blue light services, and the need to reduce unnecessary use. It was noted that this subject was being

discussed by partners, and was extremely complex and involved the capacity of services within the community as well as emergency services as often residents would only ring 999 when other options had been exhausted. It was recognised that successful triage and early intervention also impacted on the demand for 999 services.

- Many members complemented the service on their hard work, the positive relationships being built in Barnsley's communities, and applauded the return of community policing. It was also acknowledged that all aspects of community safety were important, that all crime matters, and that the return to community policing had not been at the expense of serious crime.

**RESOLVED:-**

- (i) That the witnesses be thanked for their contribution and their hard work over the past 12 months;
- (ii) That Police/Council officers let community representatives know if there will be no officer presence at community meetings in advance;
- (iii) Once finalised, contact information for officers on a local basis need to be communicated to Elected Members
- (iv) Police to undertake further analysis regarding the potential under-reporting of anti-social behaviour as Members are aware of concerns which are not being reported due to perceived ineffectiveness of 101;
- (v) Police to provide case study examples to the committee regarding partnership working between the Police, Mental Health Services and Substance Misuse Services; and
- (vi) That the report be received.

## **56 Barnsley Neighbourhood Services Future Council Improvement Review**

The following witnesses were welcomed to the meeting:-

- Matt Gladstone, Executive Director – Place, BMBC
- Paul Castle, Service Director – Environment and Transport, Place, BMBC
- Howard Gaskin, Area Manager – Environment and Transport, Place, BMBC
- Rachel Tyas, Head of Transformation – Environment and Transport, Place, BMBC
- Councillor Roy Miller, Cabinet Spokesperson – Place, BMBC

Paul Castle introduced the item, reminding Members that this was one of three areas currently under review in the Place directorate that looked at modernising the service and further improving efficiency.

A presentation was then given by Rachel Tyas by way of further introduction. This looked at the scope of the review and the key challenges facing the service. Noted was the need to make efficiency savings, but also to modernise by moving to a more flexible service working over 7 days.

Members heard that over 16,000 grass plots were currently serviced, and issues such as differing standards and legacy agreements were noted. Also acknowledged was the lack of clarity around demarcation of responsibilities with regards to Highways England.

It was noted that a litter bin audit was underway, and around 1,900 existed within the borough. Many litter bins were placed in close proximity to dog bins, and there were different frequencies of emptying bins.

Members noted that 94.5% of the workforce was male, and by 2020 25% of the workforce would be over 55 which highlighted the need for succession planning.

Thanks were given for the presentation and the open dialogue with Members. Questions were then invited and discussion entered into, where the following issues were covered:-

- Questions were raised regarding consultation with Members, and it was noted that appearing before the committee was part of the consultation, with further planned through Area Councils and with members via other means such as Ward Alliances.
- Concern was expressed about moves towards residents accessing services online, and that this would disproportionately impact on those already disadvantaged. Noted was the Council's move towards residents digitally accessing services as part of the Customer Services Strategy, including through social media, and the BMBC App. However, it was noted that there was still a high volume of calls taken from residents.
- In relation to how tasks were monitored, ensuring they were completed satisfactorily. It was noted that part of the modernisation and transformation would include the use of technology to assist with this. The use of new smartphones for operatives was being explored, as was technology use as part of back office functions. It was also acknowledged that setting new standards would also assist in managing the performance of staff. Members heard how 4 staff together with 4 apprentices had recently started to pilot new ways of working with the use of technology.
- It was noted that ensuring equipment was fit for purpose may also help assist in ensuring productivity in the workforce, especially in light of the current age profile of the workforce.
- In response to suggestions to increase the size of bins to reduce collection frequency it was acknowledged that close work with Members was required to identify appropriate locations for bins, however there was no additional capital budget for replacement.
- Members noted the significant number of grass plots serviced and that other creative options to reduce the demand were being considered. These included such as housing in-fill development and allotments.
- As part of the review members noted the cross-over with reviews in Waste Management, and Highways and Engineering including in functions such as fleet and stores.
- The need for positive relationships with functions funded through the Area Councils to ensure services were complementary was acknowledged, and the positive working relationships that now existed was praised.
- Attention was drawn to some of the outcomes of previous reviews, including the delivery charge for replacement bins. In response Members were made aware that this had resulted in far fewer bins being requested, and residents were more likely to look after their own bins.



- Members requested to be kept fully briefed on the outcomes of the review, and officers reiterated the plans for Member involvement throughout the process.
- The availability of communal recycling points was discussed, and it was noted that bagged recycling waste would be collected if placed alongside the recycle bin on collection day.
- Members heard how 'quick wins' identified throughout the review process could be implemented earlier, but that any fundamental change would be post April 2019 over a planned period of 12 months.
- The waste of private companies was discussed, and it was noted that officers worked with enforcement colleagues in order to address issues with commercial waste. In addition it was suggested that businesses were being engaged through the Principal Towns scheme to take more responsibility for their own area.
- Queries were raised in relation to Houses of Multiple Occupation (HMO) and their propensity to produce significant amounts of waste, and it was suggested that this was an area which could be considered in more detail in the future by the Waste Management service. Work with landlords and managing agents to address problems associated with waste in private sector rented properties was noted, and it was thought that the implementation of a selective licencing scheme would assist.
- It was suggested that the bulky waste collection service and that to remove fly-tipping could be better structured to work together, and the disparities in collection times was acknowledged. Members noted that technology could help scheduling and routes for collection in this respect.
- Members heard how there had been month on month reductions in fly tipping over the past 14 months, with many CCTV cameras in place and a significant focus on publicity, including on social media. It was noted that fines were low for those prosecuted, and Members heard how the LGA was being encouraged to speak on behalf of the sector about how this provided little deterrent.

**RESOLVED:-**

- (i) That the witnesses be thanked for their attendance and contribution;
- (ii) That the service ensure that Members are fully involved and briefed throughout the review and improvement process;
- (iii) That consideration be given to remove the variance in timescales between the bulky waste collection and fly-tipping removal services; and
- (iv) That the report be received.

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<b>MEETING:</b>	Overview and Scrutiny Committee
<b>DATE:</b>	Tuesday, 6 March 2018
<b>TIME:</b>	3.00 pm
<b>VENUE:</b>	Council Chamber, Barnsley Town Hall

## MINUTES

### Present

Councillors W. Johnson (Chair), P. Birkinshaw, G. Carr, Clements, Ennis, Hampson, Hand-Davis, Hayward, Lofts, Makinson, Sheard, Tattersall, Unsworth and Wilson together with co-opted members Ms P. Gould, Ms J. Whitaker and Mr J. Winter and Ms K. Morritt

### 57 Apologies for Absence - Parent Governor Representatives

No apologies were received in accordance with Regulation 7(6) of the Parent Governor Representatives (England) Regulations 2001.

### 58 Declarations of Pecuniary and Non-Pecuniary Interest

Councillors G. Carr, Tattersall and Wilson declared non-pecuniary interests as they are Members of the Corporate Parenting Panel. Councillor Lofts declared a non-pecuniary interest as he is a Member of the Adoption Panel.

### 59 Minutes of the Previous Meeting

The minutes of the meeting held on 30<sup>th</sup> January 2018 were approved as a true and accurate record.

### 60 Update on the 0-19 Public Health Nursing Service

The following witnesses were welcomed to the meeting:

Julia Burrows, Director of Public Health  
Alicia Marcroft, Head of Public Health  
Tracy Letchford, Service Manager 0-19, Public Health  
Helen Mills – Healthy Child Programme Lead, Public Health  
Nicola Ellet – Specialist Community Public Health Nurse (Health Visitor)  
Alison Evans – Clinical Quality and Development Lead, Public Health  
Councillor Jim Andrews, Deputy Leader of the Council & Cabinet Spokesperson for Public Health

The report was introduced by the Director of Public Health. The Head of Public Health then explained that the report provided an update of the transition of the Health Visiting and School Nursing Services known as the 0-19 Public Health Nursing Service (0-19 PHNS) to Barnsley MBC. Members were made aware that a full staffing restructure had taken place and that staff had been given the opportunity to help shape the service structure and that the workforce structure had been co-

designed with staff and delivery partners where appropriate to ensure effective delivery of the Healthy Child Programme (HCP).

In the ensuing discussion, Members asked a number of questions and the following points were raised:

- Workshops have been held with staff to evaluate the impact of the new structure and model, which provided valuable information about how the service can be improved. The 'Family Star' model is being explored, which is a licensed programme to assess service users' journeys from initial contact through to intervention.
- Communication, particularly face to face, is always challenging, but barriers are being broken down to solve this problem. In terms of clinical records, although some systems do not 'talk' to each other, information sharing agreements are in place. System One will be further developed in the future which will improve access to clinical records.
- The multi-agency stakeholder group was established in June 2017 and a positive working relationship has developed across all stakeholders, including the CCG, GPs, Practice Managers, Maternity Services, Speech and Language, Early Years and Health and Social Care. The group met three times last year but is currently on hold whilst the Terms of Reference are being reviewed, with a view to being re-established. It was felt that Area Councils should be represented on the stakeholder group.
- The new staffing structure is now 'live' and all HCP leads are in place. A recent recruitment drive had proved to be very successful. Each Area Council has an assigned Lead Officer who will be making contact with Area Councils and developing closer working links. Now the service sits within BMBC this will be hugely beneficial as the same systems and processes will be used (e.g. IT), aligned to Public Health, which makes it easier and quicker to support vulnerable children.
- School readiness is a priority and improvements need to be made. Sharing of information and joint working between practitioners and schools at an early stage is essential. Children who are not school ready are identified in early years settings but this can be a problem when mandated contact ends and children don't access services – they can fall through the gap.
- Childhood obesity is also a priority. Children are weighed and measured at various stages and intensive work takes place with vulnerable families around healthy eating and physical activity.
- The Breastfeeding Service transferred to BMBC in April 2017. Promotional materials have been reviewed and the service will be driven forwards.
- The 0-19 Service is no longer classed as 'high risk' on the corporate risk register due to improved joint working. There are still some concerns around GPs and access to Health Visitors but communication is improving and working relationships are being built. All GPs have a named Public Health Nurse and an agreed referral route.
- A Project Lead has just been recruited to oversee the implementation of a clinical record system, which may take 12 months to fully implement due to the complexities of the project. It is expected that significant improvements will be made in the next 3 to 4 months.

- In terms of the Speech and Language Therapy (SALT) service, difficulties were experienced previously due to staffing problems but the service is now up to capacity and is taking referrals.
- There is a good relationship with CAMHS and options to increase access to psychological services are being explored. Lots of Future in Mind resources have been used in schools and there is a need to look at how this will be sustained when FIM resources are no longer there.
- Sexual health services for teenagers are being extended to 19 year olds and will include work around risk-taking behaviours.

**RESOLVED** that:

- (i) Witnesses be thanked for their attendance and contribution;
- (ii) Members will be provided with more information on the 'Family Star' service;
- (iii) Consideration will be given to Area Council representation on the Stakeholder Group.

## **61 Exclusion of the Public and Press**

**RESOLVED** that the public and press be excluded from the meeting during consideration of the following item, because of the likely disclosure of exempt information as described by the specific paragraphs of Part I of Schedule 12A of the Local Government Act 1972 (as amended) as follows:

<u>Item Number</u>	<u>Type of information likely to be disclosed</u>
62	Paragraph 2

## **62 Children's Social Care Reports**

The following witnesses were welcomed to the meeting:

Mel John-Ross, Service Director, Children's Social Care & Safeguarding  
Councillor Margaret Bruff, Cabinet Spokesperson for People (Safeguarding)

An introduction was given to the report circulated and a number of areas were discussed, including the following:

- Social Worker workloads and recruitment, including those in the Disabled Children's Team and Fostering and Adoption
- The increase in Early Help assessments and interventions
- Despite recent bad weather, families in need were still supported and assessments carried out within timescales.

Members were also provided with a briefing on the new Ofsted Inspection of Local Authority Children's Services (ILACS).

**RESOLVED** that

- (I) Representatives be thanked for their attendance and contribution;
- (II) The report be noted.

<b>MEETING:</b>	Central Area Council
<b>DATE:</b>	Monday, 8 January 2018
<b>TIME:</b>	2.00 pm
<b>VENUE:</b>	Reception Room, Barnsley Town Hall

## MINUTES

### Present

Councillors Riggs (Chair), P. Birkinshaw, Bruff, G. Carr, J. Carr, Clarke, W. Johnson, Pourali and Williams.

### 23. Declaration of Pecuniary and Non-Pecuniary Interests

Councillor Williams declared a non pecuniary interest in minutes 25 and 26 in relation to discussion on YMCA in relation to his membership of the organisation.

### 24. Minutes of the Previous Meeting of Central Area Council held on 6th November, 2017 (Cen.08.01.2018/2)

The meeting received the minutes from the previous meeting of Central Area Council held on 6<sup>th</sup> November, 2017.

**RESOLVED** that the minutes of the Central Area Council held on 6<sup>th</sup> November, 2017 be approved as a true and correct record.

### 25. Procurement and Financial Update Report (Cen.08.01.2018/3)

The following officers were welcomed to the meeting:-

- YMCA – Andrea Battye and Christie McFarlane
- Exodus - Martin Sawdon and Daniel Wilkinson
- Immortals (Targeted Youth Service, BMBC) - Karen Pearson
- The Youth Association-Dmitry Fedotov, Jody Poole and Rebecca Coyne

Presentations were given on each of the services commissioned. Each organisation gave an overview of their commission, the progress made and the impact seen. Case studies were also presented. Questions relating to each commission were then invited from Members.

With regards to the YMCA contract to 'build emotional resilience and wellbeing in children and young people aged 8-14 years' questions were raised regarding the availability of places and which areas were at capacity. It was noted that there was a waiting list in a number of the areas, but where possible the young people in question would be signposted to other means of support.

The balance between the size of sessions and the ability to build relationships in groups was noted, and that the minimum size of a group was 12 individuals. Members heard how retaining individuals within the programme helped to maximise the impact made.

Members noted that many individuals, when leaving the scheme, did engage with other YMCA programmes.

Suggestions were made to provide further detail, where possible, including the numbers signposted and the associated destination, where individuals were referred from, and demographic information such as age group and ethnicity. A number of compliments on the work of the YMCA in the area were also given.

With regards to the YMCA contract to deliver youth work in the Dodworth Ward Members noted the focus on young males in the area, and the successes seen. However, the difficulty experienced in engaging older males was acknowledged.

Thanks were expressed to Exodus for their work supporting events, and questions asked about ensuring safeguarding in their work. Assurances were given that junior leaders were appropriately supervised and adults were DBS checked. It was noted that the project also provided opportunities wider than volunteering, which included placements for students from colleges and schools.

Members commented on the work undertaken as part of the Immortals project around the skate park at Hoyle Mill, with young people engaged in the lighting improvements and organising an event. It was noted that BMBC was liable for health and safety at the site, but for any event the organisers would undertake risk assessments. Those present noted the engagement of young people in Worsbrough Dale Park and Pavilion, and the work to try and engage more girls.

In relation to the Youth Association project Members commented on the successful Christmas events, and it was noted that some of the engagement had led to wider involvement of parents.

Questions were raised in relation to the numbers attending, and 50 individuals had been engaged overall with 15 regularly attending sessions. These were from 4 different ethnic backgrounds. Concerns were raised around whether the project was promoting groups to mix across communities, rather than fostering cohesion within communities, but in response it was stated that young people from a variety of backgrounds resident in the Central Ward did engage, and that it could take time to build relationships and trust in order to promote engagement.

The officers attending to present were thanked for the presentations and left the room.

Members then discussed the services and whether they should be extended. Attention was then drawn to updates on other contracted services contained within the report related to Twiggs Grounds Maintenance, Private Sector Housing SLA, and Homestart Home Visiting Service. Members acknowledged the savings made due to staff leaving the Private Sector Housing service, and the need to accelerate the review of the service.

Attention was drawn to the current financial position and the projected levels of finance to commission services from in future years contained within the appendix.

**RESOLVED:-**

- (i) that the overview of Central Area Council's contracts, contract extensions and associated timescales be noted;



- (ii) that approval be given to extend the service provided by YMCA 'to build emotional resilience and wellbeing in children and young people aged 8-14 years' for a further one year period from 1<sup>st</sup> April, 2018 at a cost of £130,000;
- (iii) that the update relating to the four Youth Resilience Fund Projects currently being delivered be noted, and that these be extended to run for a further eight week period at a total cost of £10,000;
- (iv) that the financial position for 2016/17 to 2019/20 including projected expenditure be noted.

**26. Consideration of Area Based Services Delivered Locally - Update Report (Cen.08.01.2018/4)**

The Area Council Manager spoke to the report, previously circulated.

In reference to the exercise with Neighbourhood Services, it was remarked that the meeting held had been very productive. Additional information regarding the top 20 hotspots for flytipping was due to be provided, after which a time limited group would be established to further consider this.

Information on the littering hotspots had been provided to Kingdom and they would now prioritise these areas. Members noted that the audit of litter bins had yet to be completed, but once complete this would provide the basis of a discussion with the service.

Members noted the updates provided related to the exercises with Neighbourhood Services, and Early Help/Family Centre Service and also the suggested future programme.

It was agreed that any suggestions for consideration of other services be forwarded to the Area Council Manager.

**RESOLVED:-**

- (i) That the update regarding the progress in taking forward the recent exercises conducted with Neighbourhood Services, and Early Help/Family Centre Service be noted;
- (ii) That further consideration be given to the following services:-
  - Neighbourhood Services – April, 2018
  - Early Help/Family Centre Service – September, 2018
  - Safer Neighbourhoods Service – May, 2018
- (iii) That Members forward suggestions to the Area Council Manager for future areas to be considered.

**27. Celebration and awards event (Cen.08.01.2018/5)**

The Area Council Manager referred to the report circulated which provided an update on the arrangements related to the annual Central Area Council Celebration and Awards Event.

Members noted the progress made and a number of suggestions, building on feedback from previous years. The timescales associated with arranging the event were also noted.

**RESOLVED:-**

- (i) That the update about the planning undertaken in arranging the Central Area Council 2018 Awards and Celebration Evening on 15<sup>th</sup> March, 2018, be noted;
- (ii) That the award categories and associated processes for allocating awards be approved.

**28. Notes of the Ward Alliances (Cen.08.01.2018/6)**

The meeting received the notes of the Central, Dodworth, Stairfoot, Kingstone, and Worsbrough Ward Alliances within the Central Area held in October and November, 2017.

Councillor Clarke remarked that a number of Ward Alliance Members had resigned from the Worsbrough Ward Alliance, and that the Alliance was working closely with the Community Development Officer to address this. Councillor Clarke also remarked that the intergenerational event organised with Royal Voluntary Service had been a success.

Councillor Williams recognised the contribution of the Friends of Locke Park to the area and its support of charities. Mention was made to the organisation of a Health event in February, and the difficulty in engaging a number of health services.

The Chair gave thanks for the contribution made by local businesses, and volunteers, to the Christmas events held in the Dodworth Ward. Without their assistance at the events they would not have been as successful.

**RESOLVED** that the notes and feedback from the Ward Alliances be received.

**29. Report on the Use of Ward Alliance Funds (Cen.08.01.2018/7)**

The Area Council Manager introduced the item, referring to the report circulated.

For Central Ward Alliance, £10,340.04 of the original £20,000 allocation remained. For Dodworth Ward Alliance, £1,588.30 of the £20,084 starting budget was left for allocation. Kingstone Ward Alliance had £6,887.60 for allocation from a starting budget of £22,245. From an opening balance of £20,180 Stairfoot had £7,796.64 remaining, and Worsbrough Ward Alliance had £11,785 from £22,180 remaining.

It was noted that since the publication of reports both Stairfoot and Central Wards had approved applications reducing the amount of finance remaining.

All Members were reminded of the need to ensure finance was committed and spent to avoid having to return this to the Area Council.

**RESOLVED** that the report be noted.

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Chair

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<b>MEETING:</b>	Dearne Area Council
<b>DATE:</b>	Monday, 22 January 2018
<b>TIME:</b>	10.00 am
<b>VENUE:</b>	Meeting Room, Goldthorpe Library

## MINUTES

**Present** Councillors Noble (Chair), Gollick, C. Johnson, Phillips and Sixsmith MBE.

### 26 Declarations of Pecuniary and Non-Pecuniary Interests

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

### 27 Minutes of the Previous Meeting of Dearne Area Council held on 20th November, 2017 (Dac.22.01.2018/2)

The meeting received the minutes from the previous meeting of Dearne Area Council. Members noted that the Area Council Manager had arranged to meet the Locality Manager at DISC to discuss concerns.

**RESOLVED** that the minutes of the Dearne Area Council meeting held on 20<sup>th</sup> November, 2017 be approved as a true and correct record.

### 28 Performance Report (Dac.22.01.2018/3)

The item was introduced by the Area Council Manager by saying that all contractors were performing well, and there were no concerns overall.

It was noted that the Private Sector Housing service had not met its targets for working with groups and volunteers, however the officer had returned to their substantive post and a recruitment exercise had been undertaken. It was hoped that this target would be met in the following quarter.

With regards to the Environmental Enforcement service, it was noted that the number of notices issued overall had fallen, and this was a result of concentrating on dog fouling and littering as opposed to parking violations. Targeted dog fouling operations had been undertaken, but without significant results.

Members discussed the contract with Twiggs Grounds Maintenance and it was noted that revised targets from April 2018 onwards had now been agreed. It was acknowledged that there were ongoing discussions, outside of contract managements meetings, to ensure the service continued to perform. Questions were raised in relation to the figures provided on 'Areas of Blight Targeted' and it was agreed that the Area Council Manager would follow this up with Twiggs.

The Area Council Manager went on to provide an update on the performance of projects funded through the Dearne Development Fund. It was noted that most of those originally commissioned had now concluded, but that the September meeting of the Dearne Development Fund Panel had recommended a number for repeat funding due to the impact they had made in the area.

The service provided by DIAL continued to be heavily subscribed. As this service had similarities with that provided through CAB, the Area Council Manager agreed to help consider whether stresses experienced by the DIAL service could be alleviated.

Members discussed the move to online only provision of information, and the impact this had on services such as DIAL and CAB. It was noted that support in the area is available from the Job Centre, DECV, Digital Champions, Berneslai Homes, and more. However, it was felt that the most vulnerable could be further impacted through online only provision. It was suggested that Members concerns be directed to Ann O'Flynn, Service Director Customer Services.

Goldthorpe Development Group had delivered their last contracted health event in December, which was very well subscribed. Over the lifetime of the contract there had been 1,098 attendance, and Capita had approached the group to organise an event which they offered to fund.

Members heard how the Allotment Group had performed well, and had now been granted £35,000 of funding over three years from the National Lottery.

The attention of Members was drawn to the reports from CAB and from DECV, the services being delivered by both were considered to be performing well, with the latter helping 6 residents into employment since November, 2017.

**RESOLVED** that the report be noted.

## **29 Community Safety in the Dearne (Dac.22.01.2018/4)**

Sergeant Gary Bramall was welcomed to the meeting. The information accurately presented in the circulated report was noted, and a brief update was provided.

Members heard how Operation Lima had been conducted in the previous reporting period Oct-Dec, which had led to increased visibility in the area and intelligence gathered. Much of this was acted upon in January, 2018. Most recently in Goldthorpe cannabis plants were seized and three arrests made.

**RESOLVED** that Sergeant Bramall be thanked for his contribution and the report be received.

## **30 Dearne Area Council Procurement and Financial Update (Dac.22.01.2018/5)**

The Area Council Manager introduced the item, reminding Members of the starting balance at the beginning of the financial year, which stood at just over £218,000. It was noted that approximately £217,000 of this had been allocated.

The unallocated finance, together with the finance returned from Fixed Penalty Notices and Parking Charge Notices left £4,321.96 remaining.

Assuming a starting balance of £200,000, and taking account of already committed funds, approximately £67,000 remained for use in 2018/19.

An update was provided on the Railway Embankment project, it was noted that updated drawings for the site had been received and forwarded to Network Rail.

£15,000 had been granted from Section 106 finance in order to provide benches and railings on site, and Dearne Valley Landscape Partnership had promised £20,000 for improved signage, bulbs, wildlife packs amongst other things. Members noted that abuse of the site had greatly decreased of late, with residents taking more responsibility for the area.

With regards to the Dearne Development Fund, from a starting budget of around £81,000, Members noted that £5,444.62 remained.

**RESOLVED** that the updates and financial position be noted.

### **31 Community Magazine (Dac.22.01.2018/6)**

Members were reminded that they had previously approved the production and distribution of five editions of a Community Magazine for the area.

The documents themselves were funded through the sale of advertising space in the magazine, however the distribution had been funded by the Area Council.

Members discussed the magazine, with the consensus being that this worked well in the area. However, it was noted that deadlines for production could be tight, which could lead to errors.

**RESOLVED:-**

- (i) That the completion and circulation of the 5<sup>th</sup> edition of the community magazine be noted; and
- (ii) That a further two editions of the community magazine be produced and distributed throughout the area at a cost of £2,800.

### **32 Dearne Development Fund (Dac.22.01.2018/7)**

The Area Council Manager introduced the report, reminding Members of the allocations to the Dearne Development Fund made in previous years, and the successful outcomes due to the investment. It was felt that the scheme held to meet Area Council Priorities and provided value for money.

A suggestion was made that a further £65,000 be allocated to the Dearne Development Fund for the 2018/19 financial year.

Members noted that more recently the Fund had worked with appellants in order that match funding was maximised, other funders pursued, and sustainability considered.

Funding roadshows for voluntary and community groups were discussed, and it was noted that two were organised per year in the area.

**RESOLVED:-**

- (i) That £65,000 be allocated to the Dearne Development Fund for the 2018/19 financial year to be allocated in grants of £1,000-15,000;
- (ii) That Dearne Development Fund be allocated using mechanisms previously agreed by the Area Council, with the Service Director, Stronger, Safer and Healthier Communities authorised to approved grants of between £1,000 and £15,000 in consultation with the Dearne Development Fund Panel.

### **33 Live Well Barnsley (Dac.22.01.2018/8)**

Keith Dodd, Project Manager – Universal Information and Advice, was welcomed to the meeting.

Members heard how Live Well Barnsley was an online resource with information of over 900 organisations providing wellbeing, care and support services.

The website was aimed at users to help themselves, but could also be used by council, voluntary and community sector, and NHS staff.

It was noted that 900 organisations were registered, but content would be continually added to. Entries were searchable by postcode and searches could be further refined.

The site was supported so information would be kept up to date, free to use and included a facility for leaving feedback.

A formal launch was currently being planned, and Members were asked to use, promote and give feedback on the service. It was agreed that if posters and leaflets were forwarded, these would be circulated by Members.

**RESOLVED** that thanks be given for the update on Live Well Barnsley, and that promotional materials be forwarded when available.

### **34 Notes from the Dearne Approach Steering Group held on 13th November, 2017 (Dac.22.01.2018/9)**

Members considered the notes from the meeting held on 13<sup>th</sup> November, 2017.

**RESOLVED** that the notes from the Dearne Approach Steering Group be received.

### **35 Notes from the Dearne Ward Alliance held on 13th November, 2017 and Ward Alliance Performance Reports (Dac.22.01.2018/10)**

The meeting received the notes from the Dearne Ward Alliance held on 30<sup>th</sup> November, 2017. The Ward Alliance had received a presentation on the review of library service, and an update from hOurbank. Feedback from the Sloppy Slippers event was very positive, and had led to contact with a number of isolated older people.

The meeting received performance reports relating to each ward and the funding allocated. Members commented on the significant impact the small budget had made. This included the CSCS scheme which had led to a number of people becoming employed, the Salvation Army Job Club which had engaged a number of people who had previously not been so, and the Prom Project, which was working with Dearne ALC, and the response for suits and gowns had been overwhelming.

**RESOLVED** that notes from the respective Ward Alliances be received.



**36 Report on the Use of Ward Alliance Funds (Dac.22.01.2018/11)**

A report on the use of Ward Alliance Funds was received. Dearne North ward had £4,743.43 remaining from a starting balance of £11,050.53. Dearne South had balance of £5,877.50 remaining from a total of £11,724.90 at the start of the year.

**RESOLVED** that the report be noted.

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Chair

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<b>MEETING:</b>	North Area Council
<b>DATE:</b>	Monday, 22 January 2018
<b>TIME:</b>	10.00 am
<b>VENUE:</b>	Meeting Room 5, Barnsley Town Hall

## MINUTES

### Present

Councillors Leech (Chair), Cave, Charlesworth, Howard, Lofts, Miller, Platts, Spence and Tattersall

### 30 Declarations of Pecuniary and Non-Pecuniary Interests

The Chair informed Members that sadly, Paul Jolley, Community Development Officer for the North East Area Council had recently passed away. A one minute silence was held as a mark of respect.

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

### 31 Minutes of the North Area Council meeting held on 20th November 2017

The Area Council received the minutes of the previous meeting held on 20<sup>th</sup> November 2017.

**RESOLVED** that the minutes of the North Area Council meeting held on 20<sup>th</sup> November 2017 be approved as a true and correct record.

### 32 Safer Neighbourhoods Service Update - Paul Brannan

Paul Brannan and Zoe Wardle attended the meeting to give an update with regard to the Safer Neighbourhood Services. Full contact details and details of the referral process will be provided in due course.

It was explained that the Neighbourhood Policing Offer has been refreshed in order to align resources and capacity between South Yorkshire Police and BMBC primarily to address community safety issues and concerns across the borough. Four locality teams are now coterminous with the Area Council teams and there is an additional bespoke town centre team, based at Churchfields Police Station. A triage and assessment system has been introduced, looking at how to better manage demand. The service is 7 days per week in order to address issues in real time, with a multi-disciplinary team of officers with the skills to investigate higher priority issues and problems referred in to the service.

Issues covered include addressing aspects of antisocial behaviour, tenancy breaches, tenancy and landlord issues, planning breaches, homelessness, welfare advice, environmental crime, direct witness support to victims, unauthorised and/or illegal gypsy and traveller encampments, community cohesion, extremist behaviour hate and harassment, access to services and supporting staff or elected members who may have been assaulted.

The service has a priority inbox, with referrals analysed and allocated. Early action is crucial, as prevention in the first place prevents escalation. Up to December the service was involved in issuing 450 warnings, 103 community protection written warnings, 44 community protection notices, S215 notices for environmental blighting, 2000 FPNs for littering and dog fouling, 8 notices seeking possession, 8 closure orders (higher than previously), and 17 civil injunctions. Environmental crime is particularly challenging – of the 470 incidences of fly tipping, only a small number will lead to prosecution. Formal action is being pursued against 8 of the ‘top 10’ but there is a need to manage expectations. It was pointed out that the Council is not responsible for cleaning up on private land and can only do this when the property belongs to BMBC. The service works with landowners and landlords but often it is not their fault.

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

Members expressed concern regarding the lack of a visible police presence and were informed that a successful recruitment drive had taken place recently, although how and where officers will be allocated across Barnsley is not yet known. Special (Volunteer) Constables are used where appropriate.

Members were advised that Paul Brannan could be contacted directly regarding significant issues if Members felt that it was not appropriate to email the generic email inbox.

**RESOLVED** that: Paul and Zoe be thanked for their attendance and contribution and the update report be noted.

### **33 Preventing Excess Winter Deaths, Warm Homes Fund Bid Round 2 - Jenny Macphail**

Jenny Macphail, Senior Health and Improvement Officer, attended the meeting to give an update with regard to the Preventing Excess Winter Deaths (EWDs), Warm Homes Fund Bid Round 2.

A paper was circulated which gave a comprehensive background to the issue. It was highlighted that most excess winter deaths occur in over 65s and can be due to a number of socio-economic risk factors including fuel poverty, underlying health conditions, housing tenure, housing conditions and personal and social behaviours. The target is to reduce EWDs to 15% by 2020, as Barnsley's figure is currently higher than the national average. There is a full EWD plan, which looks at uptake of flu vaccination, falls prevention, winter planning and urgent care, awareness raising and communications work. This is a key priority for the Council and partners. EWDs are costly to the NHS – one EWD equates to around 100 GP visits and also impacts on hospital admissions.

It was explained that there is a link between cold homes and fuel poverty and that there is a risk of death and ill health associated with living in a cold home. Those most at risk include over 65s with health conditions, 0 to 5 year olds, pregnant women, those with asthma, cardio vascular disease, mental health conditions, social isolation and low income. It was pointed out that private sector landlords are no longer be able to rent out properties to new tenants which have an Energy

Performance rating of F or G. The highest rate of EWDs occur in the Darton East and Worsborough wards, which does have a high proportion of private sector rented properties.

An expression of interest has been made to the Warm Homes Fund to provide a single point of access to advice and support around cold homes, integrated with wider services and linking into community and voluntary agencies across the Borough. A dedicated team will be on hand to visit residents and advise on issues such as switching energy providers and claiming benefits. The service will be promoted using a multi-pronged approach, including Facebook and attendance at community events etc.

**RESOLVED** that Jenny Macphail be thanked for her attendance and contribution.

### **34 Sport England Families Funding**

The Area Council Manager introduced this topic and provided Members with an introduction to Sport and Active Health's funding application to Sport England for their Families Fund. It was explained that the aim of the project is to increase participation in physical activities by families through behaviour change. The 3 year project will use the Family Centres as a hub, working closely with family centre staff to facilitate family multi-sport sessions. The project will be piloted at Athersley Family Centre. A member requested that Sue Duke is contacted regarding engagement of hard to reach families.

**RESOLVED** that

- (i) The Area Council note the report, and
- (ii) Agree to provide match funding of approximately £5000 for this project if the application is successful in the bidding process to Sport England.

### **35 Preventing Excess Winter Deaths - Strategic Social Isolation Pilot North Area**

The Area Council Manager introduced this item and provided the Area Council with an introduction to Barnsley Council's intention to bid for the Warm Homes Fund Round Two (Preventing Excess Winter Deaths – Strategic Social Isolation Pilot - North Area). Members were made aware that this will provide the North Area with an opportunity to develop a reducing social isolation project with a housing and energy focus piloted in the North Area. This is a complementary project linked to the Warm Homes Fund and Woolley Colliery work and looking at social isolation.

The proposal is for an annual investment of £75,000 for at least three years to fund two social inclusion officers who would receive specialist training to offer home energy assessments and advice. The work would also include building a network of trained volunteers with knowledge of how to identify and address fuel poverty. This will ensure that there is active community capacity building within the community that will lead to increased resilience and leave a positive legacy once the project concludes.

**RESOLVED** that:

- (i) the Area Council should proceed, in principle, with a collaborative pilot project for the North Area that would focus on reducing loneliness and social isolation and preventing excess winter deaths, and
- (ii) The Area Manager be tasked with continuing to develop this piece of work.

### **36 Commissioning, Project Development and Finance update**

The Area Council Manager introduced this item and provided the Area Council with a financial position and forecast for expenditure based on the projects that have been proposed, highlighting the projects requiring significant financial commitment.

Members were updated with regard to the Anti-Poverty Community Outreach Project, the Clean and Green Service, Environmental Enforcement, Private Sector Housing Officer, Opportunities for Young People, Health and Wellbeing and the Stronger Communities Grant. A member highlighted that the National Youth Agency (NYA) may have a suitable role profile for the Youth Participation Worker.

The Area Council Manager highlighted that there is currently an underspend of £167,183 for 2017/18 which is due to factors beyond the Area Council's control, which were detailed within the report, plus receipt of recycled income. Risks noted

**RESOLVED** that:

- (i) The North Area Council note the existing budget position, current financial position and forecasted annual budget commitments together with the risks outlined within the report;
- (ii) The North Area Council note that contrary to previous information the North Area received a budget of £400,000 for the period 2017/18;
- (iii) Members note the position on the recruitment of the Private Sector Housing and Environment Officer;
- (iv) The Area Council Manager should proceed with the variation of the role profile for the Young Peoples Participation Worker.
- (v) The Area Council proceed with the development of the Health and Wellbeing Project focusing on Excess Winter Deaths
- (vi) The Area Council approve the annual commitments from April 2018, totalling £447,000, as detailed within the report.

### **37 Report on the use of Ward Alliance Funds**

The Area Council Manager updated Members with regard to the current financial position of the Ward Alliance budgets for 2017/18.

**RESOLVED** that:

- (i) Members note the current position of the Devolved Ward Budget and Ward Alliance funds and
- (ii) Each Ward prioritises the efficient expenditure of the Ward Alliance funds in line with the guidance on spend.

### **38 Notes from the North Area Ward Alliances**

The meeting received the notes from the Darton East Ward Alliance held on 14<sup>th</sup> November and 12<sup>th</sup> December, Darton West Ward Alliance held on 1<sup>st</sup> November and 6<sup>th</sup> December and St Helen's Ward Alliance held on 26<sup>th</sup> October 2017.

Darton East – as printed.

Darton West – It was reported that the 'Stars of Darton' event is due to take place on 9<sup>th</sup> March in Barnsley Town Hall.

Old Town – It was reported that the goalposts lock had been cut, a number of gypsy travellers had been evicted due to breaking and entering and the lock now needs replacing. The Traffic Regulation Order issue is still ongoing and was discussed at the meeting on 10<sup>th</sup> January.

St Helens – as printed

The Area Council Manager reported that community magazines will continue to be printed twice per year, although some residents reported that they hadn't received a copy. This is being investigated. The gazebos have now been purchased and installed.

**RESOLVED** that the notes of the respective Ward Alliances be noted.

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Chair

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<b>MEETING:</b>	North East Area Council
<b>DATE:</b>	Thursday, 1 February 2018
<b>TIME:</b>	2.00 pm
<b>VENUE:</b>	Meeting Room 1 - Barnsley Town Hall

## MINUTES

### Present

Councillors Hayward (Chair), Cheetham, Clements, Ennis, S. Green, Hampson, Higginbottom, Makinson, Richardson, Sheard and C. Wraith MBE

### 36 Declarations of Pecuniary and Non-Pecuniary Interests

The meeting was informed that Paul Jolley, Community Development Officer for the North East Area Council had recently passed away. Paul will be sadly missed, and a one minute silence was observed as a mark of respect.

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

### 37 Minutes of the Previous Meeting of North East Area Council held on Thursday 30th November 2017.

The meeting considered the minutes from the previous meeting of the North East Area Council held on 30<sup>th</sup> November 2017.

**RESOLVED** that the minutes of the North East Area Council held on 30<sup>th</sup> November 2017 be approved as a true and correct record.

### 38 Notes of the Following Ward Alliances with Feedback from each Ward Alliance Chair

The meeting received notes from the Cudworth, Monk Bretton, North East and Royston Ward Alliances held in October, November, December and January. The following updates were noted:-

*Cudworth* – It was highlighted that CAB had assisted 53 clients across 12 sessions. The Environmental Group will take part in the spring clean later in the year. A Spring Fayre is planned in the Methodist church. The Academic Achievement Awards ceremony will take place on 12<sup>th</sup> June.

*Monk Bretton* – It was highlighted that the Christmas lights switch on and the pantomime had been a big success, all the seats had been taken. Burton Grange Christmas Fayre had also been very successful.

*North East* – Katherine Green had attended the January meeting to talk about future libraries provision. The Great British Spring Clean will take place on 2<sup>nd</sup> – 4<sup>th</sup> March, involving local organisations and the parish council. A Love Grimethorpe Volunteers Poster competition is taking place and Brierley Community Group is doing well.

*Royston* – It was reported that the Principal Towns shop front scheme had been approved. A feasibility study is to be carried out at Rabbit Ings. A consultation event delivered by Katherine Green regarding future library provision was well attended. More refreshed 'what's on' guides are to be printed. Works funded through S106 monies are continuing on the park Pavilion and volunteers have been painting the entrance. The Great British Spring Clean takes place on 2<sup>nd</sup> March. The Academic Achievement awards are to be held on 13th March involving all Royston primary schools. The Gala is planned for 30<sup>th</sup> June.

**RESOLVED** that the notes from the Ward Alliances be received.

**39 Lisa Smith, Head of Benefits, Taxation and Income will provide a presentation to Members about Universal Credit.**

Lisa Smith, Head of Service, Benefits, Taxation and Income, Wendy Betts (Benefits Manager), Michelle Kaye (Service Manager – Housing and Welfare) and Joanne Dearnley (Local Partnership Manager, DWP) delivered a presentation to Members about Universal Credit Full Service.

Key points included:

- Universal Credit (UC) replaces JSA, ESA, WTC, CTC, Income Support and Housing Benefit.
- UC applications, claims and appointments are made online, paid monthly in arrears and is only for working age people.
- UC went 'live' from 13<sup>th</sup> September 2017. There are currently 3000 people in Barnsley on UC, 1855 claimants have moved from HB to UC.
- Claimants are responsible for paying their own rent.
- Advances are available before the first payment is due and a further payment is issued at week 5.
- UC tapers off as wages increase
- A grant has been given to Barnsley Council for budgeting and IT support, which is widely available through Berneslai Homes 'device doctors', digital champions and the CAB.
- IT support is available

Members asked a number of questions and appropriate responses were given, including the following:

- Information is shared between organisations within 5 days and is processed as soon as possible. Over 90% of payments are made within 5 weeks.
- There is no evidence of an increase in homelessness, arrears or increased use of hostel provision.
- It will no longer be possible to obtain information regarding mapping of benefits/need/criteria across wards, which raises a policy planning issue and is of concern to members.

**RESOLVED** that:

- (i) Attendees be thanked for their attendance and contribution;
- (ii) The presentation and Implications thereof be noted, and

- (iii) Copies of the presentation and details of Digital Champions offering IT support across wards be circulated.

**40 Keith Dodd, Project Manager (Universal Information and Advice) will provide a presentation to Members about the Live Well Barnsley website.**

Keith Dodd, Project Manager (Universal Information and Advice) and Claire Beecroft (Community Development Officer) delivered a presentation to Members about the Live Well Barnsley website.

It was explained that Live Well Barnsley is an online service directory containing information on over 900 service providers across health, wellbeing, care and support related services across the Borough.

Key points to note include:

- Live Well Barnsley focusses on staying well and keeping independent, using community based services such as clubs, groups, drop-ins and peer support.
- It is available for public, professionals and first contact staff – one trusted source used by all and designed to be the ‘go to’ resource for Barnsley
- It is searchable, updated regularly, free for providers and links to CQC inspection reports.
- In terms of ‘vetting’ service providers, there is a disclaimer on the site so that the Council is legally protected. If concerns arise, details of providers can be removed.
- There is a potential for revenue advertising, which could be pursued with the site hosts.
- It is essential that the site is kept up to date. Organisations will be ‘hidden’ if they do not respond to enquiries
- Links to LiveWell should be placed on local information leaflets as Members felt that there will always be a need for paper copies.

**RESOLVED** that:

- (i) Representatives be thanked for their attendance and contribution;
- (ii) The presentation and implications thereof be noted;
- (iii) Members promote the site widely and encourage services to register, and
- (iv) Keith Dodd be tasked with making enquiries regarding potential for increased revenue for the Council from advertising.

**41 North East Area Council Project Performance Report**

The North East Area Council Manager introduced this item and provided Members with a detailed update report regarding performance of the North East Area Council’s commissioned projects together with a summary performance management report and individual case studies for each service. Key points to note include:

- The young man who was taken on as an apprentice in the North East Environmental Team has now successfully secured full time employment as a direct result of his work experience with the Team.
- The Lets Grow Community Allotment in Gt Houghton is a brilliant example of the Great Houghton Parish Council and Ward Alliances working well together to address corporate priorities of 'People achieving their potential' and 'Stronger and resilient communities'.
- The Sloppy slippers in Cudworth, to address falls within the elderly population, has been very successful and will be replicated across other wards.
- Grimethorpe Activity Zone (GAZ) is a young people's advice charity which also provides summer holiday activities and extra activities through the North East Area Council Youth Fund.
- The Monk Bretton One Stop Shop meets every Thursday at 10 a.m. to address the 'Health and Wellbeing' and 'Anti-poverty' Ward Alliance priorities, with a focus on gentle exercise and provision of light refreshments and health and wellbeing advice.
- An editorial group has now been set up to look at future editions of The Village Life Community Magazine.
- There have been 45 applications for the post of Stop Smoking Specialist Advisor. Interviews will be carried out in mid- February in conjunction with SWYFT.

**RESOLVED** that the update be noted.

## **42 Report on the Use of Area Council Budgets and Ward Alliance Funds**

The North East Area Council Manager introduced this item and updated Members regarding the North East Area Council budget and progress in each ward in expending the Ward Alliance Fund in line with priorities. It was highlighted that current spend is on target. Final figures will be shared with Members when they are available. Ward Alliance spending is also on target.

**RESOLVED** that:

- (i) Members note the current position of the Area Council Devolved Ward Budget and Ward Alliance Funds, and
- (ii) Each Ward prioritises the efficient expenditure of the Ward Alliance funds in line with the guidance on spend.

## **43 North East Area Council Priorities 2018-2019**

The North East Area Council Manager introduced this item. Members were asked to consider whether they would like to retain the same priorities for their work going forward – i.e. 'Thriving and Vibrant Economy', 'Love Where You Live', 'Healthy Lifestyles' and 'Young People' for the year 2018-19.

**RESOLVED** that Members retain the same priorities for their work going forward – i.e. 'Thriving and Vibrant Economy', 'Love Where You Live', 'Healthy Lifestyles' and 'Young People' for the year 2018-19.

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Chair

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<b>MEETING:</b>	Penistone Area Council
<b>DATE:</b>	Thursday, 8 February 2018
<b>TIME:</b>	10.00 am
<b>VENUE:</b>	Council Chamber, Penistone Town Hall

## MINUTES

**Present** Councillors Barnard (Chair), David Griffin, Hand-Davis, Millner, Unsworth and Wilson.

### 32 Declarations of pecuniary and non-pecuniary interests

No Members declared an interest in any item on the agenda.

### 33 Minutes of the Penistone Area Council meeting held on 7th December, 2017 (PAC.08.02.2018/2)

The Area Council received the minutes of the previous meeting held on 7<sup>th</sup> December, 2017.

Members received an update regarding the alley between Market Street and Market Place. The alley had been cleaned and spikes installed to deter birds. As this had not been successful, Pest Control would return and make changes to the placing of the spikes. It was noted that continued cleaning would be at a cost, but Members noted that this was important before high profile events such as the Tour De Yorkshire and Armed Forces Day.

Members discussed the high numbers accessing the DIAL service, and the possibility of implementing an appointment system. The Area Council Manager made Members aware that this was currently being discussed with the Manager at DIAL with the potential of implementing a system of half appointments and half drop in sessions.

With reference to the presentation on Affordable Housing, noted were the proposals currently being consulted on as part of the Local Plan process. It was noted that many of these sites were based in villages in the Penistone area. Members discussed the need to avoid sprawl, and to ensure that the infrastructure was appropriately supported through the planning gain process.

Members discussed the numbers of empty properties, and the efforts made to return these to the housing market, and also the target number of housing units to be built and how achievable this was. Members commented on the need to ensure that new developments had on site provision of affordable housing, acknowledging that smaller in-fill sites would not trigger the need for this to be provided through the planning process.

**RESOLVED** that the minutes of the Penistone Area Council meeting held on the 7<sup>th</sup> December, 2017 be approved as a true and correct record.

### 34 Notes from the Penistone East and West Ward Alliance held on 30th November, 2017 and 11th January, 2018 (PAC.08.02.2018/3)

The meeting received the notes from the Penistone East and West Ward Alliance held on 30<sup>th</sup> November, 2017 and 11<sup>th</sup> January, 2018.

With regards to the 30<sup>th</sup> November, 2017 notes it was noted that action points from the Ward Alliance celebration event had been followed up.

In relation to the 11<sup>th</sup> January, 2018 notes it was noted that Springvale Community Garden were interested in maintaining a some of the planters, and that Neighbourhood Services had advised that there would be a cost to the removal of planters that were broken or no longer able to be maintained.

Members heard how the Police and Crime Commissioner was looking favourably on joining the Rural Crime Network. Members commented on the positive impact of the Police Station in Penistone being staffed again, rather than being serviced from one of the four hubs. It was noted that progress was being made on establishing a Barnsley wide community support volunteer programme, and that this could include volunteers for the Penistone area.

In relation to the Libraries Review, Members commented that consultation held local was well attended, which highlighted that high usage of the service. It was noted that wider public consultation was expected in the summer.

A brief update was provided in relation to Penistone Arts Week which was set to run 18<sup>th</sup> - 24<sup>th</sup> March, 2018. The Comedy Train from Huddersfield would be starting the proceedings on 18<sup>th</sup> March, 2018, rappers would be performing in Penistone Market Barn, and authors such as Willy Russell and Milly Johnson had been engaged.

Members received an update on the alehouse project, and plans to commemorate the end of the First World War on Armed Forces Day and on Remembrance Sunday.

**RESOLVED** that the notes from the Penistone East and West Ward Alliance held on 30<sup>th</sup> November, 2017 and 11<sup>th</sup> January, 2018 be received.

### **35 Report on the Use of Ward Alliance Funds (PAC.08.02.2018/4)**

The item was introduced by the Area Council Manager. It was noted that, at the time of writing the report, £4,109.81 remained from an allocation of £40,000 for the year 2017/18.

Given the number of applications pending, it was acknowledged that the amount of finance to be carried forward at the end of the financial year was likely to be minimal.

**RESOLVED** that the report be noted.

### **36 Performance Report (PAC.08.02.2018/5)**

The Area Council Manager introduced the item making Members aware that the report covered quarter three of 2017/18. It was noted that the report did provide an update on the performance of the new contract with Twiggs Grounds Maintenance, but that this did not cover the full quarter due to timing of the contract start.



The attention of Members was drawn to Part A of the report, which provided an overview of performance. It was noted that the number of jobs, apprentice placements and work experience placements taken up had increased, as had the number of clean and tidy activities involving businesses, and also the proportion of finance spent in the local area.

It was noted that the numbers of young people engaged had increased significantly, as had the number of new community groups supported and therefore correspondingly the number of volunteer hours recorded.

Consideration was then given to Part B of the report whereby an update was provided on the performance of each commissioned service, and also each project funded by the Working Together Fund.

The performance of Twiggs against the contract to provide a clean and tidy team was positive, with them being very proactive at the start of the contract, and a number of contacts had been made with local businesses and Parish Councils. Performance had been rated 'amber' within the report as no quarterly review had taken place at the time of writing the report, but which had since taken place satisfactorily.

The contract with Age UK had concluded its first year and a contract review meeting had been held. Moving forward it was hoped the commission would work more in localities, with campaigns such as 'Sloppy Slippers' being used as a way of engaging isolated in villages in the area.

Members received an update on the Penistone Youth Project, noting that there had been significant underspend which had led to the ability to continue delivering the project for a further quarter. Performance of this would be recorded appropriately.

Questions were raised with regards to community transport, and it was noted that the number of journeys under the volunteer car scheme had increased by 67, with word of mouth being thought to be the reason for its growth.

In relation to the local community bus scheme it was noted that the pilot had been extended through the Working Together Fund. The Area Council Manager had been in discussion with South Yorkshire Passenger Transport Executive around the future of the service. As discussions were still ongoing, but as the pilot was due to conclude at the end of March, it was agreed that the Area Council Manager progresses discussions as soon as possible.

Members suggested that Age UK could promote access to online service for those who are isolated and vulnerable, especially in light of the impending closure of banks in the area. It was noted that the library did provide support for those accessing online banking, with a rolling programme of sessions arranged, and it was suggested that this could be promoted through Age UK, and through the Area Team.

Members discussed other ways of accessing banking services, such as through the telephone and Post Office. A suggestion was made for banks to be contacted to see whether they would be willing to promote their services such as online and telephone banking in the area, and to contact the Post Office for clarity around their offer.

**RESOLVED:-**

- (i) That the Area Council Manager progresses discussion with South Yorkshire Passenger Transport Executive with regards to the community bus scheme;
- (ii) That the Area Council Manager contacts relevant banks to see whether they would be available to promote their offer in the area;
- (iii) That the Area Council Manager contacts the Post Office to seek clarity around their offer; and
- (iv) That the report be received.

### **37 Procurement and Financial Update (PAC.08.02.2018/6)**

The Area Council Manager spoke to the report, previously circulated. It was noted that the contract with Age UK to support isolated and vulnerable older people had officially been extended in October, 2017 to run for a further year 1<sup>st</sup> January, 2018 – 31<sup>st</sup> December, 2018. An update on progress would be provided later in the year. Members heard how the project was considering how it could make its efforts sustainable should future funding not be forthcoming.

The Working Together Fund was discussed and it was acknowledged that from a total budget of £202,038 the balance remaining for allocation stood at £33,856. A suggestion was made that this ought to remain allocated to the fund, with the Area Team launching a promotional campaign to raise interest.

A brief reminder was given in relation to the contracting arrangements with Twiggs Grounds Maintenance, and it was agreed that a six month progress report would be presented to a future meeting of the Area Council.

Members were reminded of the previous decision to produce two further editions of the community magazine in 2018, which would be funded through advertising within the publication. Those present were asked to consider funding the distribution of the publication to every household in the area, at a cost of £3,362 for both editions. Some concerns were expressed regarding whether this provided value for money as there was only anecdotal evidence of how wide the publication was read. It was noted that officers in Communications were considering how this could be evidenced for each of the community magazines.

The Area Council Manager provided Members with an update of the financial situation of the Area Council. It was noted that in the financial year 2017/18 £5,157 remained unallocated. For 2018/19 £148,000 remained unallocated. However, taking into account the finance carried forward from 2017/18, and assuming the Clean and Tidy Contract was funded for a further year, and distribution of the community magazine was also funded, £51,788 remained within the 2018/19 budget

#### **RESOLVED:-**

- (i) The update on procured services be noted;
- (ii) The update on the Working Together Fund be noted;
- (iii) That the remaining Working Together Fund finance be carried forward to 2018/19 and a promotional campaign be delivered to attract new applicants;
- (iv) That a six month progress report on the Clean, Green and Tidy contract be presented to a future meeting of the Area Council.
- (v) The financial position of the Area Council be noted;

- (vi) That two further issues of the Community Magazine be distributed throughout the area at a cost of £3,362.

### **38 Tour De Yorkshire (PAC.08.02.2018/7)**

The Community Development Officer for the Penistone Area was welcomed to the meeting, and gave a brief presentation on the current situation in relation to the Tour De Yorkshire.

It was noted that both men's and women's races would start outside the Town Hall in Barnsley, and that this would be the focal point of the race for many.

Members heard how only the men's race would pass through Penistone, and as the race went through more of the borough, it was possible that Penistone would not receive as many visitors as in previous years. In 2017 approximately 25,000 visited to watch the race, with an estimated economic benefit of approximately £538,000.

The race was expected to pass through Penistone in the middle of the afternoon, and it was noted that many local schools had arranged for their INSET days to coincide.

Roads would be closed in Barnsley Town Centre, but a rolling roadblock throughout the borough lasting approximately an hour was expected. Advance notice would be issued to ensure roads were clear of parked cars, and appropriate enforcement activity would take place if required.

Members heard of 'The Great Barnsley Bunt Off' which was happening in various venues across Barnsley, including an event in Penistone on Friday 23rd March, to prepare for the event.

With regards to the engagement of the public and businesses, it was noted that a number of roadshows had been planned, with one expected in the Penistone Area. Members stressed the need to engage community groups and business to replicate their efforts in the previous year, and it was noted that the lead in time was now shorter than previously.

It was noted that the Market Barn had been reserved for use on the day, but that final decisions had yet to be made about this. Suggestions were put forward regarding about having a screen to watch the race live, or market stall holders selling produce.

**RESOLVED** that the report be noted.

### **39 Principal Towns Update (PAC.08.02.2018/8)**

The Area Council Manager provided an update on the current position in relation to the Principal Towns Programme. Members were reminded that the programme was launched in 2017 and will run to March 2020. £5million was made available across the borough with minimum project sizes of £100,000 for Principal Towns and £50,000 for Local Centres. The finance was to encourage investment from the private sector and other funding sources to help ensure high streets thrive and communities are strong and resilient.

Members were reminded of the work undertaken by students from the University of Sheffield and the registration of interest submitted to the Commissioning Board, with a proposal suggesting a holistic programme of change to encourage the town as a tourist destination.

It was noted that the Commissioning Board had recently given approval for a feasibility study to draw up and cost proposals.

Members noted further consultation planned, including in the Market Barn and further engagement with businesses. As part of this a stakeholder event was planned to work with the appointed consultants to shape and scope the feasibility study. It was noted that the feasibility would include consideration of the planning of public areas, and of town centre car parking.

**RESOLVED** that the update be received and the progress made so far be praised.

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Chair

<b>MEETING:</b>	South Area Council
<b>DATE:</b>	Friday, 23 February 2018
<b>TIME:</b>	10.00 am
<b>VENUE:</b>	Meeting Room, The Hoyland Centre

## MINUTES

### Present

Councillors Andrews BEM, Coates, Franklin, Daniel Griffin, Lamb, Saunders, Shepherd, Sumner and R. Wraith.

### 36 Election of a Chair

As Councillor Stowe was unavailable, a chair for the meeting was elected from the floor.

**RESOLVED** that Councillor Lamb act as chair for the meeting.

### 37 Declarations of Pecuniary and Non-Pecuniary Interests

Councillors Franklin, Lamb and Shepherd each declared a non-pecuniary interest in minute numbers 41 and 42 in relation to their positions as directors of Forge Community Partnership.

### 38 Minutes of the Meeting of South Area Council held on 15th December, 2017 (Sac.23.02.2018/2)

The meeting considered the minutes of South Area Council held on 15<sup>th</sup> December, 2017.

**RESOLVED** that the minutes of South Area Council held on 15<sup>th</sup> December, 2017 be approved as a true and correct record.

### 39 Notes of the Ward Alliances (Sac.23.02.2018/3)

The meeting received the notes from the following Ward Alliances: - Hoyland Milton and Rockingham held on 16<sup>th</sup> January; Wombwell held on 25<sup>th</sup> January; and Darfield Ward Alliance held on 15<sup>th</sup> January, 2018.

**RESOLVED** that the notes from the Ward Alliances be received.

### 40 Report on the Use of Ward Alliance Funds (Sac.23.02.2018/4)

The item was introduced by the Area Council Manager.

For the Darfield Ward Alliance, it was noted that £3,718.97 remained from an opening balance of £16,259.46. A number of applications were pending and a suggestion had been made to ring fence £1,200 towards events, therefore it was likely that around £1,000 would be carried forward.

With regards to the Hoyland Milton and Rockingham Ward Alliance, Member heard how £1,899.69 remained from an allocation of £20,193.10, with one application pending.

Wombwell Ward Alliance had an opening balance of £10,193.04, of which £1,558.04 remained for allocation, with discussion taking place around a project which could utilise an amount of this.

**RESOLVED** that the report be noted.

#### **41 Performance Report (Sac.23.02.2018/5)**

The report, previously circulated, was introduced by the Area Council Manager.

Members were made aware of recent discussions regarding the contract with Kingdom Security. Members were reminded of their previous decision to reduce the number of Kingdom officers from four to two from 1<sup>st</sup> April, 2018.

Since the date of the decision patrolling hours had been much reduced, and considerably lower than that agreed in the contract, yet invoices had been received for the full amount. It was suggested that the Area Council Manager liaises with relevant officers within procurement and with Kingdom Security, as Members felt that the service should be delivered to contracted hours or if this was not possible the cost to the Area Council should be reduced correspondingly.

Members noted that Kingdom Security had recently been targeting the locations of the High Street and Park Street in Wombwell, as these had been raised as areas of concern.

Those present heard of the recent workshop where the Advice Services contract was discussed. It was noted that the increased number of clients accessing the service continued and that this was significantly in excess of the targets set. A survey had been completed, and it was suggested that options for managing demand could be considered in more detail at the next meeting of the Area Council.

With regards to the Tidy Team contract, it was acknowledged that all outcomes had been met, with the exception of the number of businesses engaged, and the number of new community groups established. Following discussion with Forge Community Partnership, it was noted that a small restructure would soon be implemented which would lead to an increased resource to undertake targeted work with businesses. This would also include a small pot of finance which could be used to engage businesses and groups in environmental improvement.

Members discussed the issue of litter from fast food outlets and it was suggested that a dual approach from both Kingdom Security and the Tidy Team would be useful to help tackle this.

The need for all contracted services to highlight their sources of funding was acknowledged and contract managers would be reminded of this.

**RESOLVED:-**

(i) That the report be received;

- (ii) That the Area Council Manager, with advice from relevant officers within procurement, discusses with Kingdom Security the under performance of the contract for environmental enforcement;
- (iii) That options for managing demand within the Advice Services contract be discussed at the next meeting of the Area Council;
- (iv) That contract managers be reminded of the need to acknowledge South Area Council as a source of funding in their promotional material.

## **42 Procurement and Financial Update (Sac.23.02.2018/6)**

The item was introduced by the Area Council Manager. Members were made aware of the £42,000 to be carried forward to the forthcoming financial year. In addition there was income for the period April-December from Fixed Penalty Notices of approximately £17,000.

Members were reminded of previous discussions on the production of a Community Magazine. All were in agreement that two further editions be produced and distributed.

It was noted that a workshop had been held which considered, amongst other things, the performance of the Private Sector Housing Officer. Here Members heard how all targets had been met in the pilot scheme. Members discussed the extension of the Service Level Agreement and all were in support. Within the workshop a suggestion had also been made to erect a number of signs to enable prosecutions to take place for offences such as off road motorcycling.

The Area Council Manager reminded members of the ongoing work with Public Health to consider how social inclusion may be addressed in the area. It was suggested that a report be brought to a future meeting of the Area Council, taking into account the service to be launched by Age UK.

### **RESOLVED:-**

- (i) That the financial overview of contracts be noted;
- (ii) That two further editions of the #Love Barnsley community magazines be produced and distributed at a cost of £3,675;
- (iii) That the Private Sector Housing service level agreement be continued for an additional year at a cost of £32,580;
- (iv) That off road biking signs be purchased at a cost of £1,290.60;
- (v) That a future meeting of the Area Council receives a report to consider a number of options to address social isolation.

## **43 Live Well Barnsley (Sac.23.02.2018/7)**

Keith Dodd, Project Manager – Universal Information and Advice, was welcomed to the meeting.

Members heard how Live Well Barnsley was an online resource with information from over 1,000 organisations providing wellbeing, care and support services.

The website was primarily aimed at users to help themselves, supporting the early help ethos, but could also be used by council, voluntary and community sector, and NHS staff.

It was noted that 1,000 organisations were registered, but content would be continually added to. It was noted this would include more leisure based activities. Entries were searchable by postcode and searches could be further refined.

The site was supported so information would be kept up to date, with every record checked twice a year. The site was free to use and included a facility for leaving feedback.

A formal launch was currently being planned, and Members were asked to use, promote and give feedback on the service. It was agreed that if posters and leaflets were forwarded, these would be circulated by Members, and this would be put on the agenda of Ward Alliance meetings in the area.

**RESOLVED** that thanks be given for the update on Live Well Barnsley.

#### **44 Presentation from Age UK Barnsley (Sac.23.02.2018/8)**

Jane Holliday from Age UK Barnsley was welcomed to the meeting. The presentation was entitled 'Together in Wombwell' though it was noted that this was a working title.

Members were made aware that although brand partners of Age UK nationally, Age UK Barnsley was a local charity and all funds raised in the area were used in the area.

Members heard about the services already being delivered in the area, such as the Men In Sheds project, targeting those who would not normally engage in traditional community based activities.

The presentation provided statistics to highlight the severity of the problem of isolation and loneliness with 17% of older people in contact with family, friends or neighbours less than once a week, with 11% having contact less than once a month.

Members heard of a proposal to provide a worker for 12 months to develop a pilot service to address isolation and loneliness in Cudworth and Wombwell. These had been chosen as both already had an Age UK Barnsley shop base and had Area Teams considering the issue. The pilot was designed to show what could be achieved working together.

Best practice would be used as a starting point, with a commissioned service in Penistone having proving successful.

The project was to start on 1<sup>st</sup> April, 2018, with the worker appointed for 30 hours per week. 15 of these would be in Cudworth, with 15 in Wombwell, focusing on the centres, rather than the whole of the ward.

Members suggested that the project could work well with Live Well Barnsley, engaging residents in local activities, and there were a number of links to be made with existing South Area Council commissions.

**RESOLVED** that:-



- (i) Thanks be given for the presentation;
- (ii) The aims of the project be supported.

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Chair

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## BARNSELEY METROPOLITAN BOROUGH COUNCIL

This matter is not a Key Decision within the Council's definition and has not been included in the relevant Forward Plan

### Report of the Executive Director Core Services

#### **GRANT OF NEW 22 YEAR LEASE BY THE COUNCIL AS TRUSTEE, TO HIGHAM CRICKET CLUB, OF THE CRICKET GROUND WHICH FORMS A PART OF LAND KNOWN AS HIGHAM MINERS INSTITUTE & RECREATION GROUND.**

#### **1. Purpose of Report**

- 1.1 The purpose of this report is to consider the grant of a new 22 year lease to Higham Cricket Club (HCC) of their ground at Higham Common to replace two existing leases to HCC which expire in 2024 and 2029

#### **2. Recommendations**

- 2.1 That subject to the statutory procedures under the Charities Act 2011 being complied with, the Council in its capacity as Trustee of Higham Miners Institute & Recreation Ground approves the proposal.
- 2.2 That the Service Director Assets be authorised to finalise heads of terms for the new lease to HCC.
- 2.3 That the Executive Director Core Services be authorised to complete the lease to HCC.

#### **3. Introduction**

- 3.1 The cricket ground and adjacent recreation ground, known collectively as Higham Miners Institute and Recreation Ground is located off Royd Lane in Higham.
- 3.2 Since 1990 the Council has administered and managed the land in the capacity of Trustee of Higham Miners Institute & Recreation Ground (the Charity).
- 3.3 HCC hold a 25 year lease from 2004 of the part of the land that forms the cricket ground, at a rent of £340 per annum. Under this lease the Council were responsible for external repairs to the buildings on the demised land- the pavilion and a changing room block.
- 3.4 HCC submitted a successful application for funding to WREN, Sport England and BMBC (£106 monies) for improvements to their facilities which included the replacement of the existing pavilion. They have subsequently received planning permission for the new pavilion.

- 3.5 It was agreed that HCC would assume full repairing and insuring responsibility for the new pavilion and all other existing buildings on the demised land thereby relieving the Council of an ongoing cost liability.
- 3.6 HCC requested an extension to their lease which would be beneficial for obtaining further grants towards ongoing improvement and developments.
- 3.7 It was provisionally agreed that - subject to the usual consultation and approvals, the Council would accept a surrender of HCC's existing lease and grant a new 22 year lease at a nominal rent incorporating the new repairing liabilities.
- 3.8 Just prior to construction work commencing on the new pavilion in October 2017 it came to light that the pavilion was to be located on land outside of the area demised in HCC's lease. Without a lease of this land the funding bodies would not release the grant monies for the construction works.
- 3.9 In order for construction work to adhere to timetable, and without the approvals in place for the new 22 year lease, for reasons of expediency it was agreed that the Council would grant a 'temporary' 7 year lease of the additional land required . This was deemed acceptable by the funding bodies who would then release early stage funding to allow construction work to begin to timetable.
- 3.10 A new 7 year full repairing and insuring lease of the additional land was granted, and the existing 25 year lease was varied to reflect the same repairing and insuring liability.
- 3.11 Charities legislation allows for "charity-to-charity" transactions to be completed at less-than-best obtainable value, provided that the relevant authorisation can be obtained and the transaction is in-line with the objectives of the Trust.
- 3.12 The Council are in receipt of approvals for the proposed new 22 year lease from the Coal Industry Social Welfare Organisation (CISWO).

#### **4. Proposal and Justification**

- 4.1 It is proposed that upon HCC's surrender of the two current leases the Council will grant a new 22 year lease of the whole property at a nominal rent. Under the terms of the lease HCC will be responsible for repairing, maintaining and insuring and paying all outgoings and utility charges for the property.
- 4.2 The lease will be granted between Higham Cricket Club as a registered Community Amateur Sports Club (CASC) and the Council in its capacity as trustee of the charity.
- 4.3 Granting the lease will relinquish the Council of any repairing and insuring liabilities for 22 years representing significant financial savings.
- 4.4 Granting the lease will be beneficial in aiding HCC's future applications for grant funding to further improve and develop the club and ground. This will benefit the wider local community as well as those immediately associated with the sports club as the facilities will also be available for some community use.

- 4.5 HCC already enjoys rights to a new lease under the 1954 Landlord and Tenant Act upon expiry of their existing lease(s).

## **5. Consideration of Alternative Approaches**

- 5.1 If the proposal is not approved part of the grant funding awarded to HCC will be withheld due to the condition of having a substantial lease in place not having been met. This could cause HCC financial difficulties.
- 5.2 Transferring the freehold of the land is not an option due to the Council's Trust obligations.

## **6. Impact on Local People**

- 6.1 The continuing development and improvement of the cricket ground and facilities will benefit not only its club members but the local community and the Borough as a whole.
- 6.2 Existing buildings on the site are in poor condition. The provision of a new pavilion and the repairs proposed to the old changing room building will improve the visual amenity of the recreation ground as a whole, part of which is utilised by locals.

## **7. Financial Implications**

- 7.1 There are no direct financial implications associated with this proposal as the transaction is being dealt by the Council as Trustee as opposed to the Local Authority.
- 7.2 The grant of a 22 year lease of Higham Common Cricket Ground to Higham Cricket Club will ensure that the building is maintained and continues to be used by the community in line with the Council's Community Asset Transfer Policy ref Cab.30.1.2013/6.3.
- 7.3 The grant of a 22 year lease will allow Higham Cricket Club to secure grant funding to support refurbishment of the facilities that the Council as Trustees is unable to access. Should the lease not be granted, Higham Common Cricket Ground may have to be transferred back to the Council as Trustee who would be liable for all future security and maintenance costs.
- 7.4 The proposal to award the lease ensures the best use of the asset and will have significant benefits to the local community as outline within section 6 of this report.
- 7.5 Higham Cricket Club will pay the Councils as Trustee reasonable legal and surveyors fees in respect of the lease.
- 7.6 There are no undue VAT implications arising as a result of this report.
- 7.7 For the purpose of IFRS the lease will be classified as an operating lease.

## **8. Employee Implications**

- 8.1 There are no implications for BMBC employees as a result of this recommendation.

## **9. Communications Implications**

- 9.1 The grant of the new lease will be subject to complying with the Charities Act and where required the necessary public notices will be posted.

## **10. Consultations**

- 10.1 Local ward members have been consulted on the proposed lease and support the proposals as detailed within this report.
- 10.2 The Service Director Stronger, Safer and Healthier Communities (Parks Services) support the grant of a 22 year lease.
- 10.3 Financial Services Manager and the insurance and Taxation Manager on behalf of the Service Director of Finance (S151 Officer), has been consulted and details are shown in Item 7 of this report.
- 10.4 Legal Services have been consulted in the creation of this report in respect to the grant of a lease in relation to land and property subject to Trust. They also provided further comment as follows:

It is accepted that the surrender and grant of lease of the whole area will provide social/community benefit and therefore complies with the requirements of section 123 Local Government Act 1972, notwithstanding it is a transaction at undervalue.

It is a “disposal of public open space” as statutorily defined, and the Council will therefore need to advertise the disposal for two consecutive weeks in the Chronicle and invite objections which must be considered before a final decision is made to proceed.

## **11. The Corporate Plan And The Council's Performance Management Framework**

- 11.1 HCC’s ambition and commitment to improve its facilities for the benefit of its members and wider local community is demonstrated by the securing of funding and thereafter planning permission for its new pavilion. This is in alignment with the continuing development, consolidation and expansion of community resources as detailed in the Council’s corporate plan.
- 11.2 Sport and local community sports clubs can play a key role in building strong and resilient communities by bringing together the diverse range of people living in the community.

## **12. Promoting Equality and Diversity and Social Inclusion**

- 12.1 The long term continuation and development of HCC will retain the facility to be used by all age groups.

- 12.2 As part of the CASC social commitment the club must be open to people of all ethnicities, nationalities, sexual orientations, religions or beliefs, sexes, ages and ability - except when a certain level of physical ability is needed to take part in a sport. Discounted membership fees must be available for those who can't pay if the membership fee exceeds £10/week.

**13. Tackling The Impact Of Poverty**

- 13.1 There are no issues arising from this report.

**14. Tackling Health Inequalities**

- 14.1 There are no issues arising from this report.

**15. Reduction of Crime and Disorder**

- 15.1 In investigating the options set out in this report, the Council's duties under Section 17 of the Crime and Disorder Act 1998 have been considered.

**16. Risk Management Considerations**

- 16.1 The granting of a longer term lease to HCC will aid the long term continuation (and improvement through access to potential funding) of a local sports club that represents a responsible custodian of a local asset to the benefit of the community.
- 16.2 The lease will contain the standard provision for the Council to instigate forfeiture proceedings if the tenant does not comply with material covenants.

**17. Health, Safety And Emergency Resilience Issues**

- 17.1 The proposal to lease the property will be carried out giving full consideration to current Health and Safety Legislation.

**18. Compatibility with European Convention on Human Rights**

- 18.1 This report recognises the promotion and importance of equality, diversity and human rights for all members of the local community and the wider Borough.

**19. Conservation of Biodiversity**

- 19.1 There are no issues arising as a result of this report.

**20. Glossary**

- 20.1 IFRS – International Financial Reporting Standards  
HCC – Higham Cricket Club  
CASC – Community Amateur Sports Club  
CISWO – Coal Industry Social Welfare Organisation

**21. List of Appendices**

21.1 Appendix A – Site Plan

**22. Background Papers**

22.1 Correspondence regarding this matter is held on the files in Asset Management.

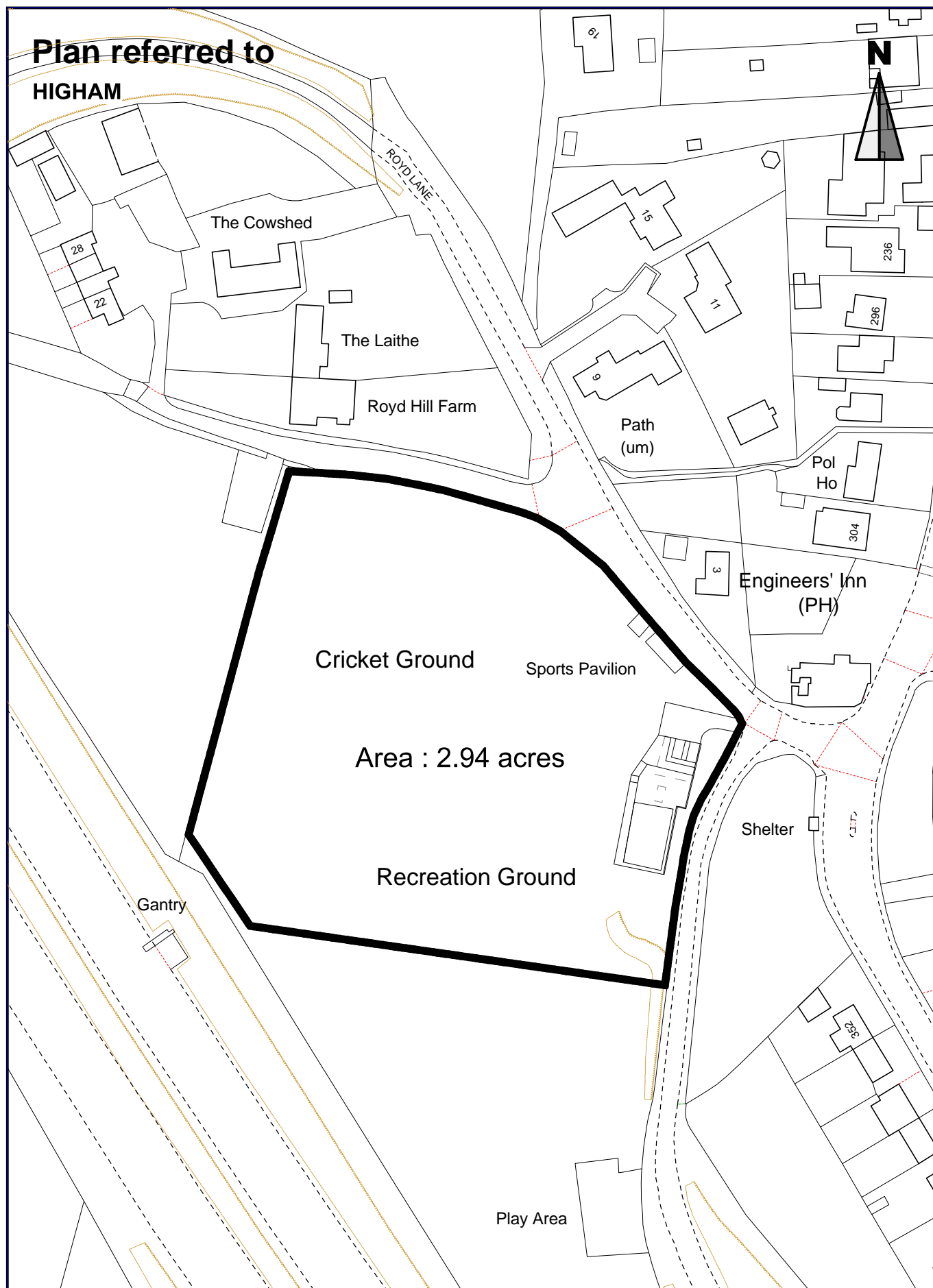
If you would like to inspect background papers for this report, please email [governance@barnsley.gov.uk](mailto:governance@barnsley.gov.uk) so that appropriate arrangements can be made

Financial Implications/Consultation



.....  
(To be signed by senior Financial Services officer where no financial implications)





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Proposed new lease

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## BARNSELEY METROPOLITAN BOROUGH COUNCIL

This matter is a Key Decision within the Council's definition and has been included in the relevant Forward Plan

Report of the Service Director  
Human Resources & Business Support

### Implementation of the 2018/19 Pay Policy Statement

#### 1. Purpose of Report

The purpose of this report is to seek approval to implement the council's 2018/19 Pay Policy Statement in accordance with section 38 to 43 of the Localism Act 2011.

#### 2. Recommendations

**That approval is given to implement the 2018/19 Pay Policy Statement contained at Appendix 1 with effect from 1<sup>st</sup> April 2018.**

#### 3. Introduction

- 3.1 Local Authorities are required under section 38(1) of the Localism Act 2011 (the Act) to prepare a Pay Policy Statement. The statement must articulate the council's policy towards the pay of the workforce, particularly Chief Officers and lowest paid employees.
- 3.2 The Act requires that Pay Policy Statements are produced annually, are considered by full council and are published on the council's website.

#### 4. Proposal and Justification

- 4.1 The 2018/19 Pay Policy Statement has been reviewed in accordance with the Act and has been updated with the following:
  - Paragraph 2.4 - to reflect the updated School Teachers Pay and Conditions Document 2017.
  - Paragraph 4.1 - Updated lowest and highest paid salaries and pay multiple.

#### 5. Consideration of Alternative Approaches

- 5.1 An alternative option would be to not produce a Pay Policy Statement. However this would contravene section 38(1) of the Localism Act 2011. Consequently this is not a realistic option.

#### 6. Delivering Sustainable Community Strategy Ambitions and Local Area Agreement Outcomes

- 6.1 None directly arising from this report.

#### 7. Compatibility with European Convention on Human Rights

- 7.1 This proposal is compatible with the European Convention of Human Rights Act Article 14: Prohibition of Discrimination in the Enjoyment of Convention Rights.

**8. Promoting Equality and Diversity and Social Inclusion**

- 8.1 The implementation of this policy will ensure that any issues relating to pay are applied fairly and consistently.

**9. Risk Management Issues, including Health and Safety**

- 9.1 The recommended policy provides information on how the council remunerates its employees and as such provides a standard framework to be applied to employee remuneration therefore reduces the risk of inconsistencies in this area.

**10. Financial Implications**

- 10.1 None arising from this report.

**11. Employee Implications**

- 11.1 The proposed Pay Policy Statement applies to all employees except those employed in locally managed schools and brings together a number of existing policies and local agreements in one document.
- 11.2 The Trade Unions have been informed about the updated Pay Policy Statement.

**12. Legal Implications**

The Pay Policy consolidates a number of existing policies that have previously been reviewed by Legal Services.

**13. Glossary**

DCLG – Department for Communities and Local Government.

**14. List of Appendices**

Appendix 1 – 2018/19 Pay Policy Statement.

**15. Background Papers**

- 15.1 DCLG Guidance: Openness and Accountability in Local Pay February 2012.
- 15.2 DCLG Guidance: Openness and Accountability in Local Pay Supplementary Guidance February 2013.
- 15.3 DCLG Local Government Transparency Code 2014.
- 15.4 Localism Act 2011

These documents are contained in working files in Human Resources and are available for inspection.

**PAY POLICY STATEMENT FOR THE PERIOD 1 APRIL 2018 TO 31 MARCH 2019****Contents**

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**PAY POLICY FOR THE PERIOD 1 APRIL 2017 TO 31 MARCH 2018**

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**1.0 INTRODUCTION AND SCOPE**

- 1.1 Section 38 - 43 of the Localism Act 2011 (as supplemented) requires Barnsley Metropolitan Borough Council (referred to as the Council) to produce a policy statement that covers a number of matters concerning the pay of the Council's employees. This policy sets out the arrangements for salary and related allowances paid to employees of Barnsley Metropolitan Borough Council. It details the arrangements for the determination of salary, how salary levels are determined, the method for pay progression (where applicable) and the payment of allowances. It should be noted that the policy does not apply to employees within locally managed schools.
- 

**2.0 DETERMINATION OF PAY****2.1 Chief Officers**

The Council's policy on remunerating Chief Officers is set out below and in Annex A. For the purpose of the policy a Chief Officer is defined as the Chief Executive and Executive Directors. The terms and conditions of employment for such Chief Officers are as specified in the Joint National Committee for Chief Executives and Joint National Committee for Chief Officers as supplemented by Local Agreements.

**2.1.1 Salary on Appointment**

The post will be advertised and appointed to at the agreed approved salary unless there is good evidence that a successful appointment of a person with the required skills, knowledge, experience, abilities and qualities cannot be made without varying the remuneration package. In such circumstances a variation to the remuneration package is appropriate under the Council's policy and any variation will be approved through the agreed decision making process i.e. Full Council approval

**2.1.2 Pay Progression/Increases**

The Council will apply any pay increases that are agreed by relevant national negotiating bodies and/or any pay increases that are agreed through local negotiations. The Council will also apply any pay increases that are as a result of authority decisions to significantly increase the duties and responsibilities of the post in question beyond the normal flexing of duties and responsibilities that are expected in senior posts. Beyond this the Council would not make additional payments outside those specified in the contract of employment.

**2.2 NJC Grades 1 to 17**

The Council uses the National Joint Council (NJC) Job Evaluation Scheme and has a pay structure consisting of 17 Grades which can be found in the link below.

[17 Grade Pay Structure](#)

The grading structure covers all staff on NJC terms and conditions up to and including

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Service Director level.

The pay grades for positions on NJC terms and conditions are determined utilising the NJC Job Evaluation scheme which is implemented jointly with the respective Trade Unions.

#### 2.2.1 Salary on Appointment

Employees appointed to positions on NJC Grades 1 to 17 will normally be placed on the first point of the grade for the post. However, managers, in consultation with their Service Director have the discretion to award higher starting points within the grade of the post in order to salary match or if justified by the skills and experience of the candidate.

#### 2.2.2 Salary on Promotion/Secondment

On promotion or secondment employees should normally be placed on the first point of the grade for the post. However, managers, in consultation with their Service Director have the discretion to award higher starting points within the grade of the post in order to salary match or if justified by the skills and experience of the candidate.

#### 2.2.3 Pay Progression

Pay progression for employees on NJC Grades 1 to 17 is as outlined in the Incremental Pay Progression Guidance attached in the link below.

[Pay Progression](#)

### 2.3 Soulbury Officers

#### 2.3.1 Salary on Appointment

The Soulbury Committee provides a voluntary collective bargaining machinery in respect of the salaries and service conditions of the following categories:-

- a) Educational Improvement Professionals
- b) Educational Psychologists

An employee appointed to one of these positions for the first time shall be placed at the minimum of the scale deemed appropriate by the Council. Where the employee has had previous experience which the authority considers should be regarded as equivalent value to service, the Council shall determine a higher incremental point up to the maximum.

#### 2.3.2 Educational Improvement Professionals

A salary scale for Educational Improvement Professionals should consist of no more than 4 points (subject to additional points needed to accommodate discretionary scale extensions or SPA points).

Educational Improvement Professionals undertaking the full range of duties would

usually be appointed on a minimum point of 8.

Senior Educational Improvement Professionals undertaking the full range of duties would usually be appointed on a minimum point of 13

Leading Educational Improvement Professionals undertaking the full range of duties would usually be appointed on a minimum point of 20.

### 2.3.3 Educational Psychologists

Trainee Educational Psychologists in their second and third year of training should be paid on a point selected from the 6 point Trainee Educational Psychologist pay scale. While Trainee Educational Psychologists will be employed on the basis that they will be available for work for 3 days per week in the second year and 4 days per week in the third year of training, it is not intended that their pay rates should be applied on any pro rata basis

Assistant Educational Psychologists are paid on the Assistant Educational Psychologist pay scale and should not remain on this scale for more than 4 years. Educational Psychologists would usually be appointed on an individual 6 point pay range on Scale A which will be 1-6, 2-7 or 3-8 based on an assessment of recruitment and retention and other local factors. Managers have the discretion to appoint above the minimum of the selected scale.

Senior Educational Psychologists would usually be appointed on a 4 point pay range on Scale B

Principal Educational Psychologists would usually be appointed on a 4 point pay range on Scale B with a minimum starting point of point 4.

Educational Psychologists paid on Scales A/B are also eligible for up to 3 Structured Professional Assessment (SPA) points

### 2.3.4 Salary on Promotion/Secondment

On promotion or secondment employees should normally be placed on the first point of the range for the post. However, managers, in consultation with their Service Director have the discretion to award higher starting points within the grade of the post in order to salary match or if justified by the skills and experience of the candidate.

(The Council should provide a career structure for Educational Psychologists and further details can be obtained from The Report of the Committee on Salary Scales and Service Conditions of Inspectors and Advisory Officers of Local Education Authorities).

### 2.3.5 Incremental Pay Progression

The pay awards for Advisors, Inspectors and Psychologists are effective from 1<sup>st</sup> September each year subject to six months service in the post, until the maximum of the grade is reached.

Soulbury staff also have the opportunity to apply for up to 3 further points on the salary scale (in addition to their 4 point range) and these are called Structured Professional Assessment points (SPA's). A copy of the application for Structured Professional



Assessment Points Guidance notes can be found in the link below:-

[Structured Professional Assessment Guidance](#)

## **2.4 Centrally Employed Teachers**

The pay policy for Centrally Employed Teachers falls under the terms of the School Teachers Pay and Conditions Document (referred to as the Document).

[School Teachers Pay and Conditions 2017](#)

The Council will review every qualified teacher's salary with effect from 1 September each year. Reviews may take place at other times of the year to reflect any changes in circumstances or job descriptions that will affect pay.

The statutory pay arrangements give significant discretion over the awarding of allowances and the criteria used by the Council to determine the application of the discretionary elements. Decisions on the way these discretions will be used are the responsibility of the Executive Director, People.

## **2.5 Adult Education Tutors**

2.5.1 Following the cessation of the (Silver Book) a Local Agreement for Adult Education Lecturers was agreed and implemented in September 2002. The Agreement covers staff employed as Lecturers (Qualified and Unqualified), Curriculum Co-ordinators, Lead Tutors, Curriculum Support and Information Officers Learning /Project Co-ordinators.

### **2.5.2 Salary on Appointment**

A new employee to the Service would normally be appointed at the bottom of the relevant pay scale although additional increments may be considered for previous relevant experience or continuous service in establishments recognised under the Redundancy Payments (Modification) Order 1999.

### **2.5.3 Pay Progression**

The pay awards for employees covered by the Local Agreement for Adult Education Lecturers 2008 are based upon the percentage pay increase awarded to JNC Youth and Community Workers. Any such awards are effective from 1<sup>st</sup> September each year.

During employment annual increments shall be awarded on 1<sup>st</sup> September each year subject to six months service in the post, until the maximum of the grade is reached.

## **2.6 Agenda For Change**

The Agenda for Change pay structure is applicable to staff within the extended remit of the NHS Pay Review Body (NHSPRB). The pay spine is divided into 9 pay bands (pay band 8 is subdivided into 4 ranges) and positions were assigned to a pay band in accordance with the NHS Job Evaluation Scheme.

### 2.6.1 Salary on Appointment

Upon commencement to a post staff were normally appointed to the lowest pay point of the agreed band with the exception of staff appointed on Band 5 who have accelerated progression through the first two pay points in six monthly steps providing management are satisfied that they meet the required 'standard of practice'. This 12 month period is known as the 'Preceptorship'. Employees affected by the TUPE transferred on the same terms and conditions applicable pre-transfer. The Council reserves the right to evaluate and appoint to all new posts in accordance with the NJC terms and conditions for Local Government Employees.

### 2.6.2 Salary on Promotion

Pay on promotion should be set either at the minimum of the new pay band or, if this would result in no pay increase, the first pay point in the band which would deliver an increase in pay. However, as stated in 2.8.1, the Council reserves the right to evaluate and appoint to all posts, including promotion opportunities, in accordance with the NJC terms and conditions for Local Government Employees.

### 2.6.3 Pay Progression

Progression through the individual pay bands is by annual increments on the anniversary of appointment to the post. This progression is dependent upon satisfactory performance in the role and demonstration of the agreed knowledge and skills appropriate to that part of the pay band as detailed in the NHS Knowledge and Skills Framework.

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## 3.0 LOWEST PAID SALARY

- 3.1 The lowest pay point in this Council is Grade 1 point 6 which equates to an annual salary of £16,394 and can be expressed as an hourly rate of pay of £8.50. This is increased to £8.75 per hour as the Council pays a low pay supplement equivalent to the Foundation Living Wage on top of hourly rates up to and including spinal column point 10.
- 3.2 The pay rate is increased in accordance with any pay settlements which are reached through the National Joint Council for Local Government Services and through increases to the Living Wage as advised by the Living Wage Foundation.

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## 4.0 HIGHEST PAID SALARY

- 4.1 The highest paid salary in this council is currently £156,366 which is paid to the Chief Executive. The median average salary in this council (not including schools) is £20,456. The ratio between the two salaries, the 'pay multiple' is 7.6:1. The authority is conscious of the need to ensure that the salary of the highest paid employee is not excessive and is consistent with the needs of the Council and as such the Council takes the view that the pay multiple acts as a control element which will be monitored and reported annually as part of the review of this Pay Policy.
- 4.2 The Council is required to publish Chief Officer salaries on an annual basis as part of

the Statement of Accounts. Details can be found at:

[Statement of Accounts 2016 17](#)

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## 5.0 OTHER PAY RELATED POLICIES

A number of other pay related policies are outlined below which are applicable to all employees except centrally employed school teachers, whose statutory pay and conditions of service fall under the terms of the School Teachers Pay and Conditions Document (Refer to Annex 2). The information contained below provides a summary of allowances and must be read in conjunction with the relevant 'Conditions of Service' document/Local Agreement.

The Council also has a protocol which allows changes to working practices to be agreed and implemented. As a consequence the agreements relating to premium payments, shift allowances and standby payments may have been varied from the standard agreement.

### 5.1 Allowances

#### 5.1.1 Bank Holiday Working

- Employees required to work on a public or extra statutory holiday shall, in addition to the normal pay for that day, be paid plain time rate for all hours worked within their normal working hours for that day. In addition, at a later date, time off with pay shall be allowed as follows:
  - Time worked less than half the normal working hours on that day - half day
  - Time worked more than half the normal working hours on that day - full day

#### 5.1.2 Overtime/Additional Hours

- Overtime rates – Employees who are required to work overtime/additional hours beyond their working week are entitled to receive enhancements on the following basis
  - Monday to Sunday - time and half

The Council has a Planned Overtime Policy which applies to employees of Grade 7 and above who undertake overtime. Full details of the provision can be found at: [Planned Overtime Policy](#)

- Part-time employees will only be paid overtime rates in circumstances where an equivalent full time employee would receive them e.g. for a part-time employee who normally works Monday to Friday, work up to 37 hours per week will be paid at plain time, thereafter and at weekends overtime rates will be payable.

### 5.1.3 Weekend Working

- Employees who are required to work on Saturday and/or Sunday as part of their normal working week are entitled to the following enhancements:
  - Monday to Sunday - time and half

### 5.1.4 Night work

Employees who work at night as part of their normal working week are entitled to receive an enhancement of time and half for all hours worked between 10pm and 6am, Monday to Sunday i.e. no additional enhancement is payable for weekend working.

The night rate shall be payable in addition to the enhanced rates of pay for additional hours (overtime) worked on a Monday to Sunday night between the hours of 10pm and 6am e.g. an employee working Saturday night as overtime will receive time and half for hours worked Saturday plus an additional 50% of the hourly rate due to working at night (between 10pm and 6am).

### 5.1.5 Alternating Shifts

- An enhancement of 10% will be payable to employees working alternating shifts providing all of the following criteria are met:
  - The total period covered by the shifts is 11 hours or more
  - There are at least 4 hours between the starting time and the earliest and latest shift

### 5.1.6 Rotating Shifts

- An enhancement equivalent to:
  - 10% of salary for three shifts on a rota basis including a night shift over 5 or 6 days, or
  - 10% of salary for three shifts on a rota basis including a night shift over 7 days will be payable to employees working rotating shifts providing all of the following criteria are met:
    - ◆ The total period covered by the shifts is 18 hours or more
    - ◆ At least 4 hours worked between 7pm and 7am.

### 5.1.7 In addition to the above mentioned the Council has a number of local agreements covering areas such as:

- Car Mileage Allowance - employees who use their private car whilst undertaking official business in the course of their employment, mileage will be reimbursed at the Approved Mileage Allowance Payments (AMAP) rates as specified by HM Revenue and Customs.
- Recruitment and Retention Procedure - provides a series of payment options to assist with recruitment and retention issues.
- Deprivation of Liberty Safeguards Payments - The Council has a statutory duty to undertake assessments under Deprivation of Liberty Safeguards (DOLS). A

payment will be made in accordance with the local agreement.

- Laundry Allowance - additional payment to recompense employees for cleaning allocated uniforms.
- Stand by/Call out - An employee who is contractually required or volunteers to be available on a standby/call out basis will be recompensed by payment of an amount determined locally.
- Approved Mental Health Professionals (AMHP) allowance - Is an annual allowance paid over 12 equal monthly instalments to AMHP's who undertake this role in addition to their post.

The above is not an exhaustive list of local agreements.

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## **6.0      PROFESSIONAL SUBSCRIPTIONS**

- 6.1      This payment of fees currently applies only to employees of Legal Services who are Solicitors and are required to hold a practising certificate and for Social Care Workers who are required to be registered by the Health and Care Professionals Council (HCPC).

Payment will not be made for membership of any other professional organisation, whether or not membership is a requirement of the appointment. Full details of the Council's Policy can be found at:

[Reimbursement of Professional Fees](#)

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## **7.0      REMUNERATION COMMITTEES**

- 7.1      The Council does not utilise a Remuneration Committee to determine grading of posts. The evaluation of posts is a complex issue requiring use of specialised trained panels to recommend grades for posts as determined by the appropriate evaluation process. Recommended grades are subject to approval by the agreed Council decision making process i.e. Delegated/Cabinet Reports.

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## **8.0      SELECTIVE VOLUNTARY EARLY RETIREMENT/VOLUNTARY SEVERANCE POLICY**

- 8.1      The Selective Voluntary Early Retirement and Voluntary Severance schemes enable the Council to reduce the size of its workforce in line with prevailing economic conditions, whilst at the same time compensating eligible employees by either immediate payment of pension benefits and/or a redundancy payment. The Council's Policy relating to all employees who are members of the Local Government Pension Scheme can be found at:

[SVER and VS Policy](#)

- 8.2      The Policy covering employees who are members of the Teachers Pension Scheme is available at:

[Redundancy SVER Teachers](#)

- 8.3      Where the level of severance pay/redundancy pay is calculated in accordance with the

Councils policy and the resultant payment is more than £100,000 then approval must be sought by Council prior to agreement to release the payment.

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## **9.0 EMPLOYMENT OF PERSONS IN RECEIPT OF A PENSION OR REDUNDANCY/ SEVERANCE PAYMENT**

- 9.1 The authority is under a statutory duty to appoint on merit and has to ensure that it complies with all appropriate employment and equalities legislation. The authority will always seek to appoint the best available candidate to a post who has the skills, knowledge, experience, abilities and qualities needed for the post.
- 9.2 If a candidate is an employee in receipt of a pension (this includes ill health pensions) from a public sector organisation including local government, civil service, teachers pensions, police (Civil or Warranted Officers), armed forces, or any other covered by the Modification Order or a redundancy/ severance payment as a result of being made compulsory redundant this will not rule them out from being employed by the authority.
- 9.3 The re-engagement of public sector employees can, in some circumstances, provide practical solutions to specific workload/project staffing needs due to their previous knowledge and experience.
- 9.4 A balanced judgement is therefore needed, taking all of these issues into account along with the fact that the post must have been advertised and no other suitable candidates identified. Approval from the Service Director HR & Business Support must be sought by managers in all cases prior to entering into discussions with individuals in receipt of a pension or redundancy/severance payment regarding any opportunity for employment. Any such arrangements will be considered on a case by case basis and must be cost effective and provide best value in the use of Council resources.
- 9.5 The authority will apply the provisions of the Statutory Redundancy Payments Modification Order regarding the recovery of redundancy payments if this is relevant and appropriate. Pensions Regulations also have provisions to reduce pension payments in certain circumstances to those who return to work within the local government service.

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## **10.0 PENSION SCHEMES**

### **10.1 Local Government Pension Scheme**

Eligible employees automatically become a member of the Local Government Pension Scheme (LGPS) if they have a contract of employment for at least three months. Where the employee has a contract for less than three months, the employee may elect to join the scheme. However, LGPS scheme regulations are superseded by pension's auto-enrolment legislation which requires all employees to automatically pay pension contributions where the earnings level is above the threshold. Employees may choose to opt out of auto-enrolment. The LGPS is a tax approved occupational pension scheme set up under the Superannuation Act 1972. . The contribution rate depends on the level of earnings but is currently between 5.5% and 12.5% of pensionable pay.

The Council pays the balance of the cost of providing benefits in the LGPS. Every three years an independent review is undertaken to calculate how much the employer should contribute to the Scheme. Increases or decreases in the cost of providing the scheme may, in future, need to be shared between members and employers, in accordance with government guidance.

Full details of the LGPS can be found at:

[South Yorkshire Pensions Authority - Homepage](#)

## 10.2 **Teachers Pensions Scheme**

For Centrally employed teachers or posts that the Council decides are eligible for membership of the Teacher's Pension Scheme (TPS) new appointees will automatically become scheme members.

The TPS is a contributory scheme administered by Teachers' Pensions (TP) on behalf of the Department for Education (DfE). It is a defined benefit 'final salary' scheme providing a lump sum and pension after retirement. Members of the TPS contributions rates range from 6.4% to 12.4% depending on the level of earnings. The Council pays a further 16.48%. The Scheme Actuary reviews these rates at regular intervals.

Information relating to the TPS can be found at:

[Teachers Pension Scheme](#)

## 10.3 **NHS Pension Scheme**

Some employees in Public Health roles have pension protections and continue to contribute to the NHS Pension scheme.

Information relating to the scheme can be found at:

[NHS Pension Scheme](#)

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## 11.0 **AMENDMENTS TO THE POLICY**

- 11.1 It is anticipated that this policy will not need to be amended further during the period it covers i.e. 1 April 2018 to 31 March 2019, however if circumstances dictate that a change of policy is considered to be appropriate during the year then a revised draft will be presented to full Council for consideration.

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## 12.0 **POLICY FOR FUTURE YEARS**

- 12.1 The policy will be reviewed each year and will be presented to full Council each year for consideration in order to ensure that a policy is in place for the Council prior to the start of each financial year.
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**13.0 EQUALITY AND DIVERSITY**

- 13.1 This policy has been impact assessed by Human Resources, if on reading this policy you feel there are any equality and diversity issues, please contact your Directorate Human Resources Advisor who will if necessary ensure the policy is reviewed.

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**14.0 INCOME TAX AND NATIONAL INSURANCE CONTRIBUTIONS**

- 14.1 Sections 682-702 of the Income Tax (Earnings and Pensions) Act 2003 (ITEPA) impose a duty on an employer to account for PAYE on employment income paid to employees. PAYE applies to all payments of income within the charge to tax under ITEPA 2003.
- 14.2 There are three classes of national insurance contributions (NICs) which are payable by or in respect of employees:
- Class 1 contributions, which are earnings related. Primary contributions are paid by “employed earners” secondary contributions are paid by employers.
- Class 1A contributions, which are payable annually by secondary contributors only, based upon taxable value of benefits reported on forms P11D.
- Class 1B contributions, which are payable annually by secondary contributors only, based on the tax borne under a PAYE Settlement Agreement (PSA).

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**Annex A Chief Officer Remuneration**

<b>Aspect of Chief Officer Remuneration</b>	<b>BMBC Policy</b>
Recruitment	The post will be advertised and appointed to at the appropriate approved salary for the post in question unless there is good evidence that a successful appointment of a person with the required skills, knowledge, experience, abilities and qualities cannot be made without varying the remuneration package. In such circumstances a variation to the remuneration package is appropriate under the Council's policy and any variation will be approved through the appropriate decision making process.
Pay Increases	The Council will apply any pay increases that are agreed by relevant national negotiating bodies and/or any pay increases that are agreed through local negotiations. The Council will also apply any pay increases that are as a result of authority decisions to significantly increase the duties and responsibilities of the post in question beyond the normal flexing of duties and responsibilities that are expected in senior posts subject to approval by the appropriate decision making process.
Additions To Pay	The Council would not make additional payments beyond those specified in the contract of employment.
Performance Related Pay	The Council does not operate a performance related pay system as it believes that it has sufficiently strong performance management arrangements in place to ensure high performance from its senior officers. Any areas of under-performance are addressed in accordance with Council Policy.
Earn-Back ( Withholding an element of base pay related to performance)	The authority does not operate an earn-back pay system as it believes that it has sufficiently strong performance management arrangements in place to ensure high performance from its senior officers. Any areas of under-performance are addressed rigorously.
Bonuses	The Council does not pay bonus payments to employees.
Termination Payments	The Council applies its normal redundancy payments arrangements to senior officers and does not have separate provisions for senior officers. The Council also applies the appropriate Pensions regulations when they apply. The Council has agreed policies in place on how it will apply any discretionary powers it has under Pensions regulations. Any costs that are incurred regarding senior officers are published in the Council's accounts as required under the Accounts and Audit (England) Regulations 2011.
Transparency	The Council meets its requirements under the Localism Act, the Code of Practice on Data Transparency and the Accounts and Audit Regulations in order to ensure that it is open and transparent regarding senior officer remuneration.
Employment of persons in receipt of a pension or redundancy/severance payment	Refer to Section 9.

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## BARNSELEY METROPOLITAN BOROUGH COUNCIL

This matter is not a Key Decision within the Council's definition and has not been included in the relevant Forward Plan

### Report of the Executive Director Communities

#### REGISTRATION SERVICE: TRANSFER OF THE ROLE OF PROPER OFFICER

##### 1. Purpose of report

- 1.1. The purpose of this report is to seek formal authorisation for the transfer of the statutory role of the Proper Officer and delegated functions relating to the management and delivery of the Registration Service including the licensing of approved premises. It is proposed to transfer the Proper Officer role to the post of Service Director - Customer, Information and Digital Services; and to transfer the Proper Officer's Representative role to the Head of Service, Customer Support and Development.

##### 2. Recommendations

It is recommended that:

- 2.1. **The statutory role of the Proper Officer for the registration of Births, Deaths and Marriages be transferred from the Service Director Customer Services to the Service Director – Customer, Information and Digital Services with immediate effect.**
- 2.2. **The role of Proper Officer's Representative be transferred from the Head of Service, Customer Service Operations to the Head of Service, Customer Support & Development with immediate effect.**
- 2.3. **The power to licence approved premises for the conduct of Marriages and Civil Partnerships be delegated to the Service Director – Customer, Information and Digital Services.**

##### 3. Introduction

- 3.1. Following the transfer of Registration Services to the Customer, Information and Digital Services Business Unit there is a need to request approval of the transfer of the statutory role of Proper Officer to the appropriate Service Director.
- 3.2. There is a statutory requirement to designate a senior officer as the Proper Officer for Births, Deaths and Marriages. This officer is ultimately accountable for the statutory operation of the Service and provides the interface with the Registrar General's Office. It is proposed that the Council formally approve that the Proper Officer function be transferred from the Service Director – Customer Services to the Service Director – Customer, Information and Digital Services.

The General Register Office (GRO) provided by Her Majesty's Passport Office has been consulted with regard to this proposal which meets with their approval.

3.3. As part of the discharge of the Registration function the Service Director Customer Services has been responsible for the licensing of approved outside premises for the conduct of marriages and civil partnerships. It is proposed to transfer the delegated powers to grant licences to the Service Director – Customer, Information and Digital Services who will maintain arms-length administrative arrangements (away from Registration Officers) within the Business Unit to discharge the licensing function. Appeals against refusal of licences will continue to be considered by the General Licensing Regulatory Board as provided by the Council's constitution.

3.4. Many of the duties of the Proper Officer and the day to day operation of the Registration scheme may be delegated to the Registration Management with a nominated Proper Officer's Representative. This additional operational role has been undertaken to date by the Head of Service Customer Operations and again following the aforementioned organisational changes (paragraph 3.1 refers) it is proposed to transfer the Proper Officer's Representative responsibilities to the Head of Service, Customer Support and Development.

#### **4. Consideration of alternative approaches**

4.1. There are no alternative approaches.

#### **5. Proposal and justification**

5.1. The transfer of the statutory role of Proper Officer for Registration Services is required following organisational changes.

#### **6. Implications for local people / service users**

6.1. There are no implications for local people / services.

#### **7. Financial implications**

7.1. There are no financial implications.

#### **8. Employee implications**

8.1. Current post holders affected by the changes outlined in this report have been consulted. No issues arising.

#### **9. Communications implications**

9.1. There are no communications implications arising from this report.

#### **10. Consultations**

- 10.1. General Register Office (GRO)
- 10.2. Human Resources – Communities Business Partner
- 10.3. Service Director Governance and Member Services
- 10.4. Communities Directorate Management Team

10.5. Senior Management Team

## **11. Glossary**

11.1. GRO – General Register Office

## **12. List of appendices**

12.1. None

## **13. Background papers**

13.1. The Proper Officer's Guide to Registration Service Delivery.

If you would like to inspect background papers for this report, please email [governance@barnsley.gov.uk](mailto:governance@barnsley.gov.uk) so that appropriate arrangements can be made.

Officer Contact: Hazel Shaw; Head of Service, Customer Support and Development  
Date: 2<sup>nd</sup> March 2018

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<b>MEETING:</b>	Cabinet
<b>DATE:</b>	Wednesday, 24 January 2018
<b>TIME:</b>	10.00 am
<b>VENUE:</b>	Reception Room, Barnsley Town Hall

## MINUTES

**Present** Councillors Houghton CBE (Chair), Andrews BEM, Cheetham, Gardiner, Howard, Miller, Platts and Saunders

**Members in Attendance:** Councillors Franklin, Frost and Pourali and Sheard

### 168. Declaration of pecuniary and non-pecuniary interests

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

### 169. Leader - Call-in of Cabinet decisions

The Leader reported that no decisions from the previous meeting held on 10<sup>th</sup> January, 2018 had been called in.

### 170. Minutes of the previous meeting held on 10th January, 2018 (Cab.24.01.2018/3)

The minutes of the meeting held on 10<sup>th</sup> January, 2018 were taken as read and signed by the Chair as a correct record.

### 171. Decisions of Cabinet Spokespersons (Cab.24.01.2018/4)

The Record of Decisions taken by Cabinet Spokespersons under delegated powers during the week ending 19<sup>th</sup> January, 2018 were noted.

### 172. Petitions received under Standing Order 44 (Cab.24.01.2018/5)

It was reported that no petitions had been received under Standing Order 44.

#### People (Safeguarding) Spokesperson

### 173. Barnsley Adult Social Care Local Account 2016/17 (Cab.24.01.2017/6)

#### RESOLVED:-

- (i) that the Barnsley Adult Social Care Local Account for 2016/17, as set out in Appendix 1 of the report now submitted, be approved; and
- (ii) that awareness of the Local Account be promoted with Elected Member colleagues and constituents.

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<b>MEETING:</b>	Cabinet
<b>DATE:</b>	Wednesday, 7 February 2018
<b>TIME:</b>	10.00 am
<b>VENUE:</b>	Reception Room, Barnsley Town Hall

## MINUTES

**Present** Councillors Houghton CBE (Chair), Andrews BEM, Bruff, Cheetham, Gardiner, Howard, Miller and Platts

**Members in Attendance:** Councillors Franklin, Frost, Lamb, Pourali, Saunders and Sheard

### 174. Declaration of pecuniary and non-pecuniary interests

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

### 175. Leader - Call-in of Cabinet decisions

The Leader reported that no decisions from the previous meeting held on 24<sup>th</sup> January, 2018 had been called in.

### 176. Minutes of the previous meeting held on 24th January, 2018 (Cab.7.2.2018/3)

The minutes of the meeting held on 24<sup>th</sup> January, 2018 were taken as read and signed by the Chair as a correct record.

### 177. Decisions of Cabinet Spokespersons (Cab.7.2.2018/4)

The Record of Decisions taken by Cabinet Spokespersons under delegated powers during the week ending 26<sup>th</sup> January, 2018 were noted, subject to the addition of Cllr Andrews also being authorised to attend the NHS Accountable Care Systems Event.

### 178. Petitions received under Standing Order 44 (Cab.7.2.2018/5)

**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 1,381 signatories, in respect of Smoke Free Market – ‘Fags and Swags’.

The Council’s markets team will contact the stall holder to clarify the reasons for the introduction of the policy and explore potential business support options including diversification of product lines in order to mitigate the impact of the introduction of Smoke Free Market.

- (b) Containing the signatures of 411 electronic signatories, in respect of a request for a pedestrian crossing outside Hunningley Primary School in Kendray.

In considering requests for light controlled pedestrian crossings there are very strict criteria in place which must be met before a pedestrian crossing facility

can be considered. These relate to the conflict between the volume of vehicles and the number of pedestrians wishing to cross the road at a particular point. In order to meet the criteria there needs to be a sustained flow of pedestrians crossing the carriageway throughout the whole of the day. On Hunningley Lane this does not exist as crossing movements are confined to school start and finish times.

Surveys carried out since 2010 show that the site does not meet the criteria for a light controlled crossing. However, the site does meet the criteria for a school crossing patrol and one is provided.

It is recommended that the Service Director, Environment and Transport write to the lead petitioner to inform them of this situation.

### **Core Services Spokesperson**

#### **179. Service and Financial Planning 2018/19 - Revenue Budget, Capital Programme and Council Tax (Cab.7.2.2018/6)**

##### **RECOMMENDED TO FULL COUNCIL ON 22<sup>ND</sup> FEBRUARY, 2018:-**

- (i) that the Future Council 2020 Strategy at Section 1 of the report now submitted be noted and implemented accordingly;
- (ii) that the report of the Service Director Finance (Section 151 Officer), under Section 25 of the Local Government Act 2003 at Section 2 be noted and that the 2018/19 budget proposals be agreed on the basis that the Chief Executive and Senior Management Team (SMT), in consultation with Cabinet Spokespersons, submit for early consideration detailed plans that ensure the Council's ongoing financial sustainability for 2019/20 and beyond;
- (iii) that the Revised Medium Term Financial Strategy and Forecast for 2018/19 to 2019/20 contained at Section 3a and 3b of the report and the position on Reserves, Provisions and Balances at Section 3c be noted and monitored as part of the arrangements for the delivery of the Future Council 2020 Strategy;
- (iv) that the 2018/19 budget proposals for all services, as separately presented in Sections 5a, 6 and 7, be approved for submission to Council – subject to the submission of detailed implementation reports as appropriate;
- (v) that the total additional specific funded capital investment of £65.5m as outlined at Section 5c, Table 5, be included within the Capital Programme and released subject to further detailed reports on the proposals for its use;
- (vi) that the £12.5m of cumulative resources available as highlighted at Section 5c Table 6 be noted and the allocation of £8.5m for the expenditure requirements outlined at Section 5c Table 7 be agreed;
- (vii) that the efficiency proposals for 2018/19 in Sections 7a to 7e be agreed subject to consideration of any further Equality Impact Assessments;

- (viii) that the detailed proposals for increases in existing fees and charges and new fees and charges be implemented as set out at Section 8 of the report;
- (ix) that the Aggregated Equality Impact Assessment at Section 10 of the proposals be noted and the proposed mitigation actions in the report be approved;
- (x) that the cash limited budgets for each service with overall net expenditure for 2018/19 of £168.988m be approved for submission to Council;
- (xi) that the Chief Executive and SMT, in consultation with Cabinet Spokespersons, be required to submit reports into Cabinet, as a matter of urgency, in relation to the detailed General Fund Revenue Budget for 2018/19 on any further action required to achieve an appropriately balanced budget in addition to those proposals set out above;
- (xii) that the Chief Executive and SMT be responsible for managing their respective budgets including ensuring the implementation of savings proposals;
- (xiii) that the Authority's SMT be charged with ensuring that the budget remains in balance and report regularly into Cabinet on budget/savings monitoring including any action required;
- (xiv) that Cabinet and the Section 151 Officer be authorised to make any necessary technical adjustments to form the 2018/19 budget;
- (xv) that appropriate consultation on the agreed budget proposals takes place with the Trade Unions and representatives of Non-Domestic Ratepayers and that the views of consultees be considered by Cabinet and the Council; and
- (xvi) that the budget papers be submitted for the consideration of the Full Council.

**(B) Council Tax 2018/19**

**RECOMMENDED TO FULL COUNCIL ON 22<sup>ND</sup> FEBRUARY, 2018**

- (i) that the contents of Section 5b (2018/19 Council Tax options) be noted;
- (ii) that the Council Tax Collection Fund net surplus as at 31<sup>st</sup> March, 2018 relating to BMBC of £3.115m be used to reduce the 2018/19 Council Tax requirement, in line with statute;
- (iii) that 2018/19 Band D Council Tax increase for Barnsley MBC's services be set at 4.49% (2.99% for Barnsley MBC services and an additional 1.5% for the Chancellor's Adult Social Care levy);
- (iv) that the Band D Council Tax for Barnsley MBC's areas be determined following confirmation of the South Yorkshire Police and Crime Commissioner and South Yorkshire Fire Authority precepts for 2018/19; and

- (v) that the Band D Council Tax for areas of the Borough with Parish/Town Councils be determined following confirmation of individual Parish precepts for 2018/19.

**180. Treasury Management Strategy and Policy Statement (Cab.7.2.2018/7)**

**RECOMMENDED TO FULL COUNCIL ON 22<sup>ND</sup> FEBRUARY, 2018:-**

- (i) that the main Treasury Management Policy Statement attached at Appendix A of the Treasury Management Strategy and Policy Statement now submitted, be noted; and
- (ii) that the proposed Treasury Management Strategy for 2018/19 be approved, including:-
- The Borrowing Strategy for 2018/19 at Section 3 including the full suite of Prudential and Treasury Indicators at Appendix F;
  - The revised Minimum Revenue Provision (MRP) Statement at Appendix C of the report; and
  - The Annual Investment Strategy for 2018/19 at Section 4 of the Treasury Management Strategy and Policy Statement.

**181. 2018/2019 Service and Financial Planning Redundancy Compensation and Procedures (Cab.7.2.2018/8)**

**RECOMMENDED TO FULL COUNCIL ON 22<sup>ND</sup> FEBRUARY, 2018:-**

- (i) that for the purpose of the 2018/19 budgetary procedures, payments in accordance with the Discretionary Compensation Regulations 2006 be up to a maximum of 30 weeks actual pay based on the Statutory Redundancy Scheme; and
- (ii) that any employee (excluding Teachers) declared redundant be afforded the maximum of 12 weeks' notice of termination of employment.

**182. Grant of new 22 year lease by the Council as trustee to Higham Cricket Club of the Cricket Ground which forms a part of land known as Higham Miners Institute and Recreation Ground (Cab.7.2.2018/9)**

**RECOMMENDED TO FULL COUNCIL ON 29<sup>TH</sup> MARCH, 2018:-**

- (i) that, subject to the statutory procedures under the Charities Act 2011 being complied with, the Council in its capacity as Trustee of Higham Miners Institute and Recreation Ground approve the proposal of a new lease to Higham Cricket Club of their ground at Higham Common to replace two existing leases to Higham Cricket Club which expire in 2024 and 2029;
- (ii) that the Service Director Assets be authorised to finalise heads of terms for the new lease to Higham Cricket Club; and

- (iii) that the Executive Director Core Services be authorised to complete the lease to Higham Cricket Club.

### **Place Spokesperson**

#### **183. Market Gate Pedestrian Bridge Concept Design (Cab.7.2.2018/10)**

##### **RESOLVED:-**

- (i) that the preferred design for the Market Gate Bridge, as set out in the report now submitted, be approved;
- (ii) that the stakeholder engagement on the proposed design be authorised; and
- (iii) that the Executive Director Core be authorised to agree a Basic Asset Protection Agreement (BAPA) with Network Rail for the delivery of the project.

#### **184. Homes England Affordable Homes Programme 2016/21 - Baden Street (Cab.7.2.2018/11)**

##### **RESOLVED:-**

- (i) that approval be granted to commence the delivery of the Baden Street Council House Build project, as set out in the report now submitted;
- (ii) that approval be given to accept the Affordable Homes Programme (AHP) grant funding of £360,000 from Homes England;
- (iii) that, should further authorisation be required for any additional appendices/amendments to the recently approved contract with the Homes England for the Affordable Homes Programme period 2018/21 (approved at Cabinet on 13<sup>th</sup> December, 2017), the Executive Director Core Services, in consultation with the Cabinet Spokesperson Place, be authorised to give approval; and
- (iv) that the Council's Capital Programme be amended to reflect scheme costs (following tender) and match funding support to the Baden Street re-development project; totalling (including match) £1,137,938, and the current variance of £27,938 against the agreed Capital Programme budget following tender be noted.

#### **185. Barnsley Museums National Portfolio Organisation Status (Cab.7.2.2018/12)**

**RESOLVED** that the delivery of the Barnsley Museum National Portfolio Organisation (NPO) Business Plan funded by £1,866,000 from the Arts Council England in recognition of Barnsley Museums as a National Portfolio Organisation, as set out in the report submitted, be agreed.

## **People (Achieving Potential) Spokesperson**

### **186. 2018/19 Schools Funding Formula and Outcome of Consultation with Schools (Cab.7.2.2018/13)**

The Achieving Potential Spokesperson explained that, since the agenda had been published, the Department for Education (DfE) had ruled on the proposal to transfer 1.5% of schools funding to the high needs block, which had not been supported by the Schools Forum (which had proposed a transfer of only 1%). The DfE's ruling was to approve the reduced transfer amount proposed by the Schools Forum.

The meeting noted that this decision would lead to an ongoing annual deficit of c. £750k. The Achieving Potential Spokesperson explained that there was an ongoing dialogue with the DfE and schools to determine how this deficit could be addressed.

#### **RESOLVED:-**

- (i) that the Dedicated Schools Grant settlement for Barnsley's schools for 2018/19 and the implementation of the new national funding formula from April 2018, as set out in the report now submitted, be noted;
- (ii) that the summary responses by schools and the Barnsley Schools Forum, to the recent consultation on the changes to the local schools funding formula and the transfer of funding to the high needs block, be noted;
- (iii) that, as a result of the above, the following be agreed:
  - (a) the changes to the schools formula as set out in paragraph 6.2 of the report, subject to the amendment, following the decision by the DfE, that 1.0% of funding be transferred from schools to the high needs block (rather than 1.5% as set out within the report);
  - (b) the proposed schools block budget for 2018/19 as summarised in Appendix 3 (subject to the amendment set out in a) above); and
- (iv) that the Executive Director People and Service Director Finance be authorised to make any changes required in line with the Department for Education's decision.

### **187. Co-ordinated Scheme for Admission to Primary and Secondary Schools for the 2019-2020 School Year (Cab.7.2.2018/14)**

**RESOLVED** that the proposed scheme for co-ordinating the admission arrangements for primary and secondary schools for the 2019-2020 school year, as set out in the report now submitted, be approved.

### **188. Admission Arrangements for Community and Voluntary Controlled Primary and Secondary Schools for the 2019/2020 School Year (Cab.7.2.2018/15)**

**RESOLVED** that the proposed admission arrangements for community and voluntary controlled primary and secondary schools for 2019/2020 school year, as detailed in the report now submitted, be approved.

**189. School Term Times and Holiday Dates for Community and Voluntary Controlled Schools 2019-2020 (Cab.7.2.2018/16)**

**RESOLVED** that the proposed term times and holiday dates for community and voluntary controlled schools for 2019-2020, as detailed in Appendix 1 of the report submitted, be approved.

**190. Exclusion of Public and Press (Cab.7.2.2018/17)**

**RESOLVED** that the public and press be excluded from the meeting during consideration of the following items, because of the likely disclosure of exempt information as described by the specific paragraphs of Part I of Schedule 12A of the Local Government Act 1972 as amended, as follows:-

<u>Item Number</u>	<u>Type of Information Likely to be Disclosed</u>
191	Paragraph 3

**Place Spokesperson**

**191. Replacement of Boilers at the Metrodome Leisure Facility (Cab.7.2.2018/18)**

**RESOLVED:-**

- (i) that the Council deliver the replacement of the heating system at the Metrodome utilising the EU compliant Re:fit Framework, work to be carried out spring/summer 2018 and completed before the next winter heating season 2018-2019;
- (ii) that the financial implications of the options available to the Council to support the replacement of the heating system at the Metrodome be noted;
- (iii) that the total estimated cost of £1.2m be included in the Capital Programme and funding be released in accordance with Financial Regulations;
- (iv) that approval be given to fund the purchase of the new heating system at the Metrodome via prudential borrowing with the cost being fully recovered via a charge to BPL for energy used;
- (v) that the Local Partnerships be appointed to act as the Council's financial, technical and procurement consultant working with in-house client-side project team to deliver the replacement of the heating system; and
- (vi) that Legal Services be instructed to amend the management agreement between Barnsley MBC and Barnsley Premier Leisure accordingly.

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Chair

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<b>MEETING:</b>	Cabinet
<b>DATE:</b>	Wednesday, 21 February 2018
<b>TIME:</b>	10.00 am
<b>VENUE:</b>	Reception Room, Barnsley Town Hall

## MINUTES

**Present** Councillors Houghton CBE (Chair), Andrews BEM, Bruff, Gardiner, Howard, Miller and Platts

**Members in Attendance:** Councillors Frost, David Griffin, Pourali and Shepherd

### 192. Declaration of pecuniary and non-pecuniary interests

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

### 193. Leader - Call-in of Cabinet decisions

The Leader reported that no decisions from the previous meeting held on 7<sup>th</sup> February 2018 had been called in.

### 194. Minutes of the previous meeting held on 7th February 2018 (Cab.21.2.2018/3)

The minutes of the meeting held on 7<sup>th</sup> February, 2018 were taken as read and signed by the Chair as a correct record.

### 195. Decisions of Cabinet Spokespersons (Cab.21.2.2018/4)

There were no Records of Decisions by Cabinet Spokespersons under delegated powers to report.

### 196. Petitions received under Standing Order 44 (Cab.21.2.2018/5)

It was reported that no petitions had been received under Standing Order 44.

### Core Services Spokesperson

### 197. Pensions Agreement - Facility Manager Provider Building Schools For The Future (Cab.21.2.2018/6)

**RESOLVED** that the Council acts as guarantor for pension admission agreement(s) for South Yorkshire Pension Authority for any potential facility management provider's application for admitted body status across the Building Schools for the Future portfolio, subject to the necessary financial and legal checks.

**198. Community Asset Transfer: Land at Doncaster Road Recreation Ground Grant of a 25 Year Lease by the Council to Dearne & District Junior Football Club (Cab.21.2.2018/7)**

**RESOLVED:-**

- (i) that, subject to terms being agreed, the Council in its capacity as leaseholder of the Doncaster Road Recreation Ground approves the grant of a 25 year sub-lease of a section of the land to Dearne & District Junior Football Club;
- (ii) that the Service Director Assets be authorised to finalise Heads of Terms for the proposed 25 year lease;
- (iii) that the Executive Director of Core Services be authorised to complete the lease to Dearne & District Junior Football Club. The grant will be in accordance with Local Government Act 1972, but at less than best consideration based on the delivery of local social economic and environmental wellbeing powers as introduced by the Local Government Act 2000 and the General Disposal Consent (England) 2003.

**Communities Spokesperson**

**199. Selective Licensing Consultation Outcomes, Alternative Proposals and next steps (Cab.21.2.2018/8)**

**RESOLVED:-**

- (i) that members approve the designation of the following four locations, as identified at Appendix 6 of the report, for Selective Licensing:
  - (a) Measborough Dyke – Pindar Street, Sunderland Terrace, Seth Terrace, Osbourne Street, Evelyn Terrace, Ivy Terrace, Burton Terrace, Junction Street and Terrace, Jubilee Terrace, Victor Terrace, Doncaster Road (174-278) and King Georges Terrace.
  - (b) Goldthorpe – Beever Street, Victoria Street, Cross Street, Cooperative Street and Claycliffe Terrace.
  - (c) Wombwell – John Street, Mount Terrace and William Street, Blythe Street, Main Street, Bond Street, Myrtle Road, Victoria Road, York Street, Frederick Street, Princess Street, Bartholomew Street, Barnsley Road (1-99), West Street, Western Terrace and School Street.
  - (d) Elsecar – Welland Crescent
- (ii) that members approve an additional option through approved accreditation schemes allowing Landlords to self-regulate within a set framework of standards;
- (iii) that members authorise that where Landlords cannot demonstrate adherence to the standards framework, the terms of the full Selective Licensing Scheme will apply.

## 200. Exclusion of Public and Press

**RESOLVED** that the public and press be excluded from the meeting during consideration of the following items, because of the likely disclosure of exempt information as described by the specific paragraphs of Part I of Schedule 12A of the Local Government Act 1972 as amended, as follows:-

<u>Item Number</u>	<u>Type of Information Likely to be Disclosed</u>
201	Paragraph 3

### **Core Services**

## **201. Affordable Housing Framework 2016- 2019 – Land Disposal, Catherines Walk, Athersley South (Cab.21.2.2018/10)**

### **RESOLVED:-**

- (i) that the land at Catherines Walk be added to the Council's Regeneration and Growth Programme (2017-2022) recently approved by Cabinet;
- (ii) that the Service Director Assets be authorised to finalise detailed heads of terms for the disposal of the land as detailed in the report;
- (iii) that subject to the Leeds and Yorkshire Housing Association providing a satisfactory business case and viability assessment the Service Director Assets be authorised to agree a reduced purchase price which may result in a nominal figure for the land sale;
- (iv) that the Executive Director Core Services be authorised to complete the disposal of the land to the Leeds and Yorkshire Housing Association based on the terms agreed and subject to planning permission being achieved for the new affordable housing scheme.

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Chair

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<b>MEETING:</b>	Cabinet
<b>DATE:</b>	Wednesday, 7 March 2018
<b>TIME:</b>	10.00 am
<b>VENUE:</b>	Reception Room, Barnsley Town Hall

## MINUTES

**Present** Councillors Houghton CBE (Chair), Andrews BEM, Bruff, Gardiner, Howard, Miller and Platts

**Members in Attendance:** Councillors Franklin, Lamb, Pourali, Saunders, Sheard and Shepherd

### 202. Declaration of pecuniary and non-pecuniary interests

Councillor Roya Pourali declared a non-pecuniary interest in Item 214 in her capacity as a Berneslai Homes Board Member.

### 203. Leader - Call-in of Cabinet decisions

The Leader reported that no decisions from the previous meeting held on 21<sup>st</sup> February, 2018 had been called in.

### 204. Minutes of the previous meeting held on 21st February 2018 (Cab.7.3.2018/3)

The minutes of the meeting held on 21<sup>st</sup> February, 2018 were taken as read and signed by the Chair as a correct record.

### 205. Decisions of Cabinet Spokespersons (Cab.7.3.2018/4)

The Record of Decisions taken by Cabinet Spokespersons under delegated powers during the weeks ending 23<sup>rd</sup> February and 2<sup>nd</sup> March, 2018 were noted.

### 206. Petitions received under Standing Order 44 (Cab.7.3.2018/5)

**RESOLVED** that the report notifying the receipt of the following petition be noted and the recommended actions for responding to it be endorsed:-

- (a) Containing the signatures of 28 signatories, in respect of concerns regarding the development of Mapplewell Park area.

Following discussions with Elected Members and Parks Services, it was decided the most cost-effective way of improving the park was using Section 106 monies to landscape the old tennis court area, which has fallen into disrepair and to address health and safety concerns, and provide a brand new tennis court on the site of the disused bowling green.

The local Friends group, The Mapplewell and Staincross Environment and Recreation Group, have long supported the provision of a new tennis court, and are, by and large, supportive of this proposed scheme.

Bringing the area back into use for recreation of whatever type is likely to lead to an increase in noise levels. The area has been a public park for many years before falling into disrepair, before, during and after the building of the estate at Park Close. Reinstating the original tennis courts would also increase noise levels.

The retention of the ball-stop fence will prevent potential damage to property by balls being retrieved by climbing over garden borders.

The petition requests a buffer zone where grass be allowed to grow long to deter youths from playing football in the area. This seems unnecessary as there is a purpose built football pitch, plus MUGA, elsewhere in the park. Buffer zones periodically need cutting and this will make it difficult to keep the area well-maintained.

The petition requests some of the tarmac surfacing to be used as a children's cycle track. The problem with this is the already poor state of the tarmac, which is unsuitable and the subsequent difficulty of maintaining a cycle track.

The new tennis court is located away from residents' gardens and will be enclosed by 3m high fencing. The reason the disused bowling green was chosen was because this location means the scheme can be completed within the allocated budget. The old green provides an accessible, suitably well-drained and level base which already has some access paths in place. An increase in anti-social behaviour is not anticipated; indeed, it is hoped that there will be a reduction in this when this part of the park is brought back into use and is more attractive to responsible parks users.

### **Deputy Leader**

#### **207. Director of Public Health Annual Report 2017 (Cab.7.3.2018/6)**

**RESOLVED** that the contents of the Director of Public Health Annual Report for 2017, as set out in the report now submitted, be noted.

### **Core Services Spokesperson**

#### **208. Corporate Plan Performance Report - Quarter 3 Ending 31st December, 2017 (Cab.7.3.2018/7)**

#### **RESOLVED:-**

- (i) that the Corporate Plan Performance Report for Quarter 3 (October to December 2017), as detailed in the report now submitted, be noted;
- (ii) that the follow-up reports arising from the Quarter 3 report on:-

Areas for Improvement:

- Quality of Barnsley Schools
- Apprenticeship Levy

Areas of Achievement:

- Quality of Principal Highway Network; and

- (iii) that the report be shared with the Overview and Scrutiny Committee to inform and support their ongoing work programme.

**209. Corporate Financial Performance, Quarter 3 ending 31st December, 2017  
(Cab.7.3.2018/8)**

**RESOLVED:-**

- (i) that Executive Directors/Directors (where appropriate) provide detailed plans on how their forecast overspends will be brought back into line with existing budgets on a recurrent basis;
- (ii) that approval be given to the write off of £0.888m historic debt, as detailed at Section 6.3 of the report;
- (iii) that approval be given to the budget virements listed at Appendix 1 of the report submitted;
- (iv) that the potential impact of the Quarter 3 monitoring position on the Council's Medium Term Financial Strategy (MTFS) at Section 7 be noted; and
- (v) that an update be received on the Council Reserves Strategy as part of the 2018/19 Budget Process.

**210. Capital Programme Performance, Quarter 3 ending 31st December, 2017  
(Cab.7.3.2018/9)**

**RESOLVED:-**

- (i) that the 2017/18 and overall five year Capital Programme positions, as detailed in the report now submitted, be noted;
- (ii) that approval be given to the 2017/18 scheme slippage totalling -£16.829m and scheme re-phasing totalling -£0.406m (paragraphs 4.4, 4.5 and Appendix B of the report refer);
- (iii) that approval be given to the total net decrease in scheme costs in 2017/18 of £1.018m (as detailed in paragraph 4.6 and Appendix B); and
- (iv) that the net decrease in scheme costs in future years totalling £0.231m (as set out in paragraph 4.7 and Appendix B), be noted.

**211. Treasury Management Activities and Investment Performance, Quarter 3 ending 31st December, 2017 (Cab.7.3.2018/10)**

**RESOLVED:-**

- (i) that the Treasury Management activities undertaken during the quarter ending 31<sup>st</sup> December, 2017 and compliance with the Prudential and Treasury Indicators, as detailed in the report now submitted, be noted;
- (ii) that the Authority's latest borrowing position, as set out in Section 5 of the report, be noted;
- (iii) that the Authority's latest investment portfolio and performance for the quarter, as described in Section 6 of the report, be noted; and
- (iv) that the Authority's latest outturn position against the approved Treasury Management budget, as referred to in Section 8, be noted.

**212. 2018/19 Pay Policy (Cab.7.3.2018/11)**

**RECOMMENDATION TO FULL COUNCIL ON 29<sup>TH</sup> MARCH 2018**

That approval be given to the implementation of the 2018/19 Pay Policy Statement, contained at Appendix 1 of the report now submitted, with effect from 1<sup>st</sup> April, 2018.

**213. Gender Pay Gap Reporting 2017 (Cab.7.3.2018/12)**

**RESOLVED:-**

- (i) that the results of the Gender Pay Gap Report, as outlined in Appendix A of the report now submitted, be noted;
- (ii) that endorsement be given to the commitment to reducing the Council's Gender Pay Gap and the action plan at Appendix B of the report be noted;
- (iii) that it be noted that the mandatory Gender Pay Gap reporting replace the Equal Pay Review undertaken in previous years; and
- (iv) that the new Gender Pay Gap Reporting Policy as detailed in Appendix C of the report be noted.

**214. Affordable Housing Framework 2016- 2019 – Land Disposal, Catherines Walk, Athersley South (Cab.21.2.2018/13)**

**RESOLVED:-**

- (i) that objections received to the proposals to dispose of an area of public open space at Catherines Walk, Athersley South, be overruled and the objectors informed accordingly; and
- (ii) that the Service Director Assets and the Executive Director Core Services be authorised to finalise the terms and complete the disposal of the land to the



Leeds and Yorkshire Housing Association as outlined in the previously approved Cabinet report (ref: Cab.21.2.2018/10).

### **Place Spokesperson**

#### **215. Improving the Paper and Card Collection Service (Cab.7.3.2018/14)**

##### **RESOLVED:-**

- (i) that the proposed changes to discontinue collecting paper separately in the white paper recycling sack, as set out in the report now submitted, be approved;
- (ii) that the proposed changes to collect all paper and cardboard together in the blue bin be approved; and
- (iii) that approval be given to advertising the proposed service changes in the local media.

#### **216. Maximising Free Parking Post Multi-Storey Demolition (Cab.7.3.2018/15)**

##### **RESOLVED:-**

- (i) that to ensure sufficient parking capacity for all car park users, authorisation be given for the Head of Highways, Engineering and Transportation and the Executive Director Core Services to make and implement the amendments to Off-Street Parking Place Order, Town Centre Parking Place and CPZ Orders; facilitating the creation of new parking zones and maximising parking capacity efficiency, as detailed in the report now submitted;
- (ii) that additional funding for signage, public and staff communications, as detailed in the report, be approved;
- (iii) that authorisation be given to enter into an agreement with the Brooke Group to undertake the management of Gateway Plaza car parks; and
- (iv) that further exploration of the repurposing of the Old Needle Exchange on John Street to increase John Street car park's capacity be approved.

Following the conclusion of this item, the meeting paid tribute to the excellent work which had been done by staff during the snowy weather in the previous week to minimise the disruption caused to the borough.

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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:-

<b><u>Councillor</u></b>	<b><u>Minute No.</u></b>	<b><u>Subject</u></b>	<b><u>Interest</u></b>
<b><u>Planning Regulatory Board</u></b>			
Cllrs Unsworth and Makinson	99	Planning Application 2016/1329 – Residential development of 19 no. dwellings and provision of access and parking to land at rear of 26 Cross Lane, Royston	Non-Pecuniary – Members of Berneslai Homes Board
Cllr Spence	98	Planning Application 2017/1571 – Minor amendment to internal layout of gardens and stable yard cottages, repair works and alteration of stable yard cottage, retention of cart shed and installation of full height brick arch opening at rear (listed building consent) at Cannon Hall Museum	Non-Pecuniary – Employment at Cannon Hall Farm
Cllr Spence	101	Planning Application 2017/1579 – Crown lift and remove all branches below 4 metres in height of 8 horse chestnut and 2 beech trees within area P1 of TP01/1951 at Cannon Hall Museum	Non-Pecuniary – Employed at Cannon Hall Farm
Cllr Spence	108	Planning Application 2017/1695 – Removal of various trees from south side of lakes within TP01/1957 at Cannon Hall Museum	Non-Pecuniary – Employed by Cannon Hall Farm
Cllrs Leech and Tattersall	106	Planning Application 2017/1539 – Erection of 54 no. dwellings at land off Catherine’s Walk, Athersley South	Non-Pecuniary – Local Ward Members
<b><u>Central Area Council</u></b>			
Cllr Williams	25	Procurement and Financial Update Report	Non-Pecuniary – Insofar as the discussion related to the YMCA of which he was a Member
Cllr Williams	26	Consideration of Area Based Services Delivered Locally – Update Report	Non-Pecuniary – Insofar as the discussion related to the YMCA of which he was a Member

<b><u>Councillor</u></b>	<b><u>Minute No.</u></b>	<b><u>Subject</u></b>	<b><u>Interest</u></b>
<b><u>South Area Council</u></b>			
Cllrs Franklin, Lamb and Shepherd	41	Performance Report	Non-Pecuniary – Insofar as the discussion related to Forge Community Partnership of which they were Directors
Cllrs Franklin, Lamb and Shepherd	42	Procurement and Financial Update	Non-Pecuniary – Insofar as the discussion related to Forge Community Partnership of which they were Directors
<b><u>Cabinet</u></b>			
Cllr Pourali	214	Affordable Housing Framework 2016-2019 – Land Disposal Catherine’s Walk, Athersley South	Non-Pecuniary – Member of Berneslai Homes Board