

MEETING:	Full Council
DATE:	Thursday, 24 May 2018
TIME:	10.30 am
VENUE:	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 - 14*)

To approve as a correct record the minutes of the meeting of the Council held on the 29th March, 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 Fire and Rescue Authority - 19th February, 2018 (*Pages 15 - 24*)

7. South Yorkshire Fire and Rescue Authority - 9th April, 2018 (Draft) (*Pages 25 - 34*)

8. Sheffield City Region Combined Authority - 9th March, 2018 (Draft) (*Pages 35 - 44*)

9. South Yorkshire Pensions Authority - 15th March 2018 (Draft) (*Pages 45 - 52*)

10. Police and Crime Panel - 20th April, 2018 (Draft) (*Pages 53 - 62*)

Minutes of the Regulatory Boards

11. Planning Regulatory Board - 20th March, 2018 (*Pages 63 - 64*)
12. Audit Committee - 21st March, 2018 (*Pages 65 - 72*)
13. Planning Regulatory Board - 17th April, 2018 (*Pages 73 - 74*)
14. Audit Committee - 18th April, 2018 (*Pages 75 - 86*)
15. General Licensing Regulatory Board - 25th April, 2018 (*Pages 87 - 92*)
16. Statutory Licensing Regulatory Board - 25th April, 2018 (*Pages 93 - 96*)
17. General Licensing Panel - Various (*Pages 97 - 100*)
18. Appeals, Awards and Standards - Various (*Pages 101 - 102*)

Minutes of the Health and Wellbeing Board

19. Health and Wellbeing Board - 3rd April, 2018 (*Pages 103 - 106*)

Minutes of the Scrutiny Committees

20. Overview and Scrutiny Committee - 28th March, 2018 (*Pages 107 - 110*)
21. Overview and Scrutiny Committee - 24th April, 2018 (*Pages 111 - 116*)

Minutes of the Area Councils

22. Central Area Council - 12th March, 2018 (*Pages 117 - 122*)
23. North Area Council - 19th March, 2018 (*Pages 123 - 126*)
24. North East Area Council - 29th March, 2018 (*Pages 127 - 130*)
25. Penistone Area Council - 5th April, 2018 (*Pages 131 - 134*)
26. South Area Council - 27th April, 2018 (*Pages 135 - 138*)
27. Appointment of Data Protection Officer

To consider the designation of the Head of Internal Audit and Corporate Anti-Fraud as the Data Protection Officer as required in accordance with the General Data Protection Regulations.

28. Community Governance Review 2017/18 - Draft Proposals (*Pages 139 - 154*)

To consider a report of the Executive Director Core Services on the draft proposals arising from the Community Governance Review undertaken during 2017/18.

Minutes of the Cabinet Meetings

- 29.** Cabinet - 21st March, 2018 (*Pages 155 - 158*)
- 30.** Cabinet - 4th April, 2018 (*Pages 159 - 160*)
- 31.** Cabinet - 18th April, 2018 (*Pages 161 - 162*)

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

Schedule of Declarations - copy attached

A handwritten signature in black ink that reads "Diana Terris". The signature is written in a cursive style with a large, sweeping 'D' and a distinct 'T'.

Diana Terris
Chief Executive

Wednesday, 16 May 2018

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

MINUTES

Present

The Mayor (Councillor Ennis)

Central Ward

- Councillors D. Birkinshaw and Bruff

Cudworth Ward

- Councillors Hayward, Houghton CBE and C. Wraith MBE

Darfield Ward

- Councillors Coates, Markham and Saunders

Darton East Ward

- Councillors Charlesworth and Spence

Darton West Ward

- Councillors Burgess and Howard

Dearne North Ward

- Councillors Gardiner and Gollick

Dearne South Ward

- Councillors Noble and Sixsmith MBE

Dodworth Ward

- Councillors P. Birkinshaw, J. Carr and Riggs

Hoyland Milton Ward

- Councillors Franklin, Shepherd and Stowe

Kingstone Ward

- Councillors Mitchell

Monk Bretton Ward

- Councillors S. Green and Richardson

North East Ward

- Councillors Hampson and Higginbottom

Old Town Ward

- Councillors Cherryholme and Lofts

Penistone East Ward

- Councillors Barnard and Hand-Davis

Penistone West Ward

- Councillors David Griffin, 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 W. Johnson and Mathers

Wombwell Ward

- Councillors Frost, Daniel Griffin and R. Wraith

Worsbrough Ward

- Councillors G. Carr, Clarke and Pourali

214. Retiring Members

The Mayor reminded Members that this was the last meeting of the Council before the Municipal Election to be held on Thursday 3rd May, 2018. It would, therefore, be the last meeting to be attended by several Members prior to their retirement from the Council.

The Leader of the Council, Councillor Sir Steve Houghton CBE paid tribute to the following Members for their hard work to the Council and the local community they represented:-

- Councillor Grundy
- Councillor Mathers
- Councillor Unsworth

The Mayor and Leader of the Council wished the Members well for the future.

The Mayor presented Councillors Mathers and Unsworth, the only retiring Members present at the meeting, with a glass bowl.

Councillor Grundy would be presented with a vase at a later date.

Several other Members of the Council added their own thanks and best wishes to the retiring Members.

Councillors Mathers and Unsworth both responded and thanked both Members and Officers for their help and support they received whilst being Members of the Council.

215. Declarations of Interests

Councillors P Birkinshaw, J Carr and Riggs declared a non-pecuniary interest in Minute No. 239 'Grant of new 22 year lease by the Council as Trustee to Higham Cricket Club of the Cricket Ground forming part of land known as Higham Miners Institute and Recreation Ground' in view of them being Honorary Vice Presidents and Board Members of Higham Cricket Club.

216. Minutes

The minutes of the meetings held on the 1st and 22nd February, 2018 were taken as read and signed by the Chair as a correct record.

217. Communications

(a) Local Government Chronicle Awards

The Chief Executive reported that as a result of the quality of the Council's Services and the passion staff had for excellence, the Authority had been shortlisted for eight Local Government Chronicle (LGC) Awards.

These were one of the most prestigious national awards in the local government calendar and to be nominated meant that all services were winners really.

The awards night took place last week and she was proud to announce that the Authority had achieved one win and three highly commended awards.

The Council had won the Community Involvement Award for its work on the Dearne Valley Landscape Partnership.

The Judges had commented 'Our winner demonstrated an impressive scope and range of achievements with strong evidence of legacy. The evidence provided on both a micro and macro level connected to the big issues and challenges that they have worked to overcome with energy and passion'.

Sally Gawthorpe and Clare Farley were in the Chamber this morning and congratulations were expressed to all involved.

The Council had also been highly commended for its work in the following categories:

- Campaign of the year - #Everybodythink - aimed at creating a smoke free environment
- Public Health – 'The make smoking invisible project' – aimed at creating a smoke-free generation
- Public/Private Partnership – the project 'rescued and reused bikes in Penistone'

Barnsley had also reached the final in the following:

- Stimulating property development – 'Driving growth with the Property Investment Fund'
- Team of the Year – Barnsley Council's IT traded service, 'Code Green'
- Public/private partnership – 'Children's Social Work Matters' – a regulatory programme led by Barnsley
- Rising Star – Debbie Mercer, Head of Service for Children and Family Social Care

Jon Snow (journalist and Master of Ceremonies for the evening) commented 'this represents a significant achievement puts Barnsley on the map'

As well as receiving 'highly commended' at the LGC Awards, the Contracts and Data Team from the Environment and Transport Business Unit attended the Improvement and Efficiency Social Enterprise (iESE) Public Sector Awards where they had been shortlisted in the top three national projects in the category 'Transformation in Environmental Services' for their 'Rescued and Reused bike's' scheme and the project had been recognised with the highest merit of a Gold Award which was a fantastic achievement.

For those Members who were unfamiliar with the project, the Chief Executive reported that the Council had been working with FCC Environment (one of the Council's waste contractors) and Cycle Penistone C.I.C (a 3rd sector organisation) to rescue bikes from going into scrap skips and instead divert these to be refurbished and put back into the local community at affordable prices. The scheme also enabled parents to hire bikes for their children in the award winning, Green Flag, Elsecar Park and this year they were hoping to expand into Worsbrough Mill. As a result of this project several jobs had been created including permanent and apprenticeship positions.

Vicky Chappell and Debbie Bushby from the Team were also present in the Chamber this morning.

Councillor Bruff, Cabinet Spokesperson for People (Safeguarding) echoed the comments of the Chief Executive. For the Council to be nominated in the first place was a massive achievement and she (as well as the rest of the Council) were very proud of those who had represented the Authority at the Awards. She had also been lucky enough to attend this awards ceremony and asked to place on record her personal congratulations to all those who had been involved.

Councillor Frost, Cabinet Support Member for Place, echoed the comments made by the Chief Executive particularly in relation to the 'Rescue Bikes' scheme which had created additional employment opportunities in the area including one full time job at FCC who ran the waste recycling centres, one apprentice and three part time jobs at Cycle Penistone and which helped reduce dependency on Government Spending. The project had also had a positive impact on public health by encouraging people to get active and thereby reduce dependency on NHS Services. Jill Bramall, from Cycle Penistone, had said 'the Partnership has been one of the best things that had happened to Cycle Penistone and most of the customers who bought the bikes would say the same'. A family at Christmas with five children had got a bike for all their children and adults for £120 which would normally cost around £450. As with all the awards reported today, the success was down to the hard work of all staff and Council partners. It was pleasing to note that the Council was being so successful especially bearing in mind the constraints within which it was working.

Councillor Sir Steve Houghton CBE, Leader of the Council, wished to place on record his thanks and appreciation to all who had entered this competition this year. To be shortlisted for 8 awards, which was more than any other Authority, spoke volumes not just in terms of the recognition which was sought for the good work that was being undertaken but also for the motivation of the staff who carried on doing an excellent job in very difficult circumstances at a time when jobs were being lost and budgets cut. To continue to work so hard and provide high quality services also spoke volumes about the people who worked for the Council. Congratulations were expressed to all involved in these schemes/projects, the award winners, those who had been highly commended and those who had entered but also to all staff of the Authority. He particularly commended the award winners and commented that this was the second year running that the Authority had been successful in the Community Awards which was particularly pleasing at a time when accusations were made that Councils were not in touch with the communities they served. It made him proud not only to represent the Council but to represent Barnsley and for people to know and recognise the good work that was being undertaken.

Councillor Andrews BEM, Deputy Leader, echoed the comments of the Leader. He paid tribute to the winners and to the nominees. He made particular reference to the Public Health category and to the 'make smoke invisible' project, a message that was particularly hard to get over. He paid tribute to the work of Kaye Mann and Dianne Lee in Public Health in assisting with this project.

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

(b) Breast Feeding Award

The Chief Executive was pleased to report that Barnsley had been voted one of the top 10 breast feeding places in the UK in the Lansinho Feed with Confidence Awards and the award was on display in the Chamber this morning. This was an amazing award for Barnsley.

The Mayor and Members of the Council expressed their congratulations in the usual manner.

218. Questions by Elected Members

The Chief Executive reported that she had received the following question from Councillor Clements in accordance with Standing Order No. 11:

‘Will the Council Leader agree with me that following his meeting with the South Yorkshire Freedom Riders on the 31st October, 2017 and his subsequent exchange of correspondence, it is a reasonable step for this Council to request the South Yorkshire Combined Authority to examine other PTE systems for supporting early concessions to see if these can be repeated in South Yorkshire?’.

Councillor Sir Steve Houghton CBE, Leader of the Council, responded by thanking Councillor Clements for the question. As Members were aware, the Council had had to take some very difficult decisions not only within the Council itself but also at the Passenger Transport Authority because of cutbacks in funding across all public services. Changes had also had to be made to rail concessions as well as part of that process. What the Authority had seen year on year, not just within South Yorkshire but across the country, had been reductions in demand for concessions and that issue was being thoroughly examined as to why this was the case. What had been agreed at a South Yorkshire level was to look at the whole concessionary picture in the light of those demographic changes that had been brought to light. In doing so, an examination would be undertaken of what was being undertaken across South Yorkshire as well as other parts of the country to see what lessons, if any, could be learned but also to see what opportunities there may be for reviewing or improving concessions in the future. There was, of course, no guarantee that anything that had been ‘taken away’ would be reinstated and indeed consideration was also to be given to the possible introduction of concessions for other age groups as it was known that people with young families or those trying to get back to work also had significant challenges and pressures as well as those who had traditionally benefitted from concessionary fares. The Council had a proud record of assisting the disadvantaged and Members would remember the Mi Card scheme which had greatly assisted young families. Due to budgetary restrictions, however, this scheme had had to be removed.

All issues would be considered as part of the review over the next 12 months although he reiterated that there could be no guarantees as the budgetary position into the future was uncertain and given the current economic climate it was anticipated that the Council was likely to face even more financial challenges.

Councillor Clements, thanked the Leader for the response and was pleased to note that he had commented that the issues to be considered were not solely around concessionary fares. As a supplementary questions, he asked if the Leader would further agree with him that many of the challenges faced by travellers in South Yorkshire using public transport, such as the high fares levied, the lack of direct inter-connectivity between local communities and the paucity of services after 6.00 pm

were issues that Barnsley MBC's representatives should pursue vigorously with the appropriate authorities?

Councillor Sir Steve Houghton CBE thanked Councillor Clements for his supplementary question. The Barnsley MBC's representatives and indeed all Leaders of the South Yorkshire Authorities were always looking at the transport position to see if such matters as those raised could be improved. One of the Council's priorities was to get people to work and this was a significant problem particularly for those on low pay. Travelling across the borough was not easy and very often people had to use two and sometimes three busses to get to their destination which in turn could be expensive and could put people off taking employment opportunities. These areas certainly needed to be looked at further. The hours of service were also an issue of concern but he reminded Members again that the subsidy that the Authority could put towards bus travel was limited because of the financial situation the Council faced. At the same time the Council recognised that transport was incredibly important not just for work but for leisure, shopping/retail and social activities and the Authority would do all it could to address these issues. Indeed it was hoped that messages would be sent back to Government that the north overall, not just South Yorkshire, was not getting a fair deal on transport and the sooner the Government could provide funding so that the Authority could match services that were provided in the south, which received substantially more support than Barnsley, the better. This had been the policy of successive governments and it was hoped that this would be recognised so that additional funding could be provided for the north so that Councils could invest and achieve what they wanted for their communities.

219. 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.

220. South Yorkshire Pensions Authority - 18th January, 2018

RESOLVED that the minutes be noted.

221. South Yorkshire Fire and Rescue Authority - 22nd January, 2018

RESOLVED that the minutes be noted.

222. Sheffield City Region Combined Authority - 25th January, 2018

RESOLVED that the minutes be noted.

223. Police and Crime Panel (Draft) - 2nd February, 2018

RESOLVED that the minutes be noted.

224. Planning Regulatory Board - 23rd January, 2018

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 23rd January, 2018 be received.

225. Planning Regulatory Board - 20th February, 2018

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 20th February, 2018 be received.

226. General Licensing Regulatory Board - 21st February, 2018

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

RESOLVED that the minutes as printed and now submitted of the proceedings of the General Licensing Regulatory Board held on the 21st February, 2018 be received.

227. Statutory Licensing Regulatory Board - 21st February, 2018

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

RESOLVED that the minutes as printed and now submitted of the proceedings of the Statutory Licensing Regulatory Board held on the 21st February, 2018 be received.

228. General Licensing Panel - Various

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

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

229. Appeals, Awards and Standards - Various

Moved by Councillor Leech – 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.

230. Health and Wellbeing Board - 30th January, 2018

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

RESOLVED that the minutes as printed and now submitted of the proceedings of the Health and Well Being Board held on the 30th January, 2018 be received.

231. Overview and Scrutiny Committee - 30th 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 30th January, 2018 be received.

232. Overview and Scrutiny Committee Minutes - 6th March 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 6th March, 2018 be received.

233. Central Area Council - 8th January, 2018

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 8th January, 2018 be received.

234. Dearne Area Council - 22nd January, 2018

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 22nd January, 2018 be received.

235. North Area Council - 22nd January, 2018

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 22nd January, 2018 be received.

236. North East Area Council Minutes - 1st February 2018

Moved by Councillor Hayward - Seconded by Councillor C Wraith MBE; and

RESOLVED that the minutes as printed and now submitted of the proceedings of the North East Area Council held on the 1st February, 2018 be received.

237. Penistone Area Council - 8th February, 2018

Moved by Councillor Barnard – Seconded by Councillor Unsworth; and

RESOLVED that the minutes as printed and now submitted of the proceedings of the Penistone Area Council held on the 8th February, 2018 be received.

238. South Area Council - 23rd February, 2018

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 23rd February, 2018 be received.

239. 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)

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 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.

240. 2018/19 Pay Policy (Cab.7.3.2018/11)

Moved by Councillor Gardiner - Seconded by Councillor Franklin; and

RESOLVED 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 1st April, 2018.

241. Registration Service: Transfer of Position of Proper Officer Following Future Council Restructure (Cab.21.3.2018/9)

Moved by Councillor Platts - Seconded by Councillor Lamb; and

RESOLVED

- (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.

242. Cabinet - 24th January, 2018

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 24th January, 2018 be received.

243. Cabinet - 7th February, 2018

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 7th February, 2018 be received.

244. Cabinet - 21st February, 2018

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 21st February, 2018 be received.

245. Cabinet - 7th March, 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 Cabinet meeting held on 7th March, 2018 be received.

246. Mayor's Announcements

The Mayor announced the following forthcoming charity events in aid of 'Cure Myeloma' and 'Barnsley Riding for the Disabled'

- (a) Charity Concert – to be held in Shafton Village Club on Thursday 12th April, 2018
- (b) Mayor's Civic Concert – to be held in the Civic Hall on Wednesday 18th April, 2018. Tickets were available from the Mayor's Parlour at a cost of £10
- (c) St George's Day Concerts (Monday 23rd April, 2018)
 - 11.00 am - a 'Grand Bake Off' with a theme of 'St George's Day' to be judged by the Mayor and Mr D Bird. Any entry by a Councillor would be very welcome
 - 7.00 pm – a concert by Grimethorpe Colliery Band in St Luke's Church, Grimethorpe. This was only the second time this century that the band had played in Grimethorpe. Tickets were on sale at a cost of £12

.....
Chair

Item 6

SOUTH YORKSHIRE FIRE AND RESCUE AUTHORITY

19 FEBRUARY 2018

PRESENT: Councillor L Burgess (Chair)
Councillor A Atkin (Vice-Chair)
Councillors: S Ayris, A Buckley, P Haith, C Hogarth,
M Maroof, C Ransome, J Satur and Dr A Billings

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

A Brown, N Copley, M McCarthy, M McCoole, L Noble and
S Bradley (Barnsley MBC)

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

Apologies for absence were received from
Councillor M Clements and Councillor T Damms

1 APOLOGIES

Apologies for absence were noted as above.

2 ANNOUNCEMENTS

None.

3 URGENT ITEMS

None.

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

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 22 January 2018.

Councillor Burgess and Councillor Atkin had visited Dearne Fire Station on 16 February 2018, where HRH Prince Charles had been in attendance, in recognition of the excellent work undertaken by SYFR and SYP through the Princes' Trust.

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 22 JANUARY 2018

Councillor Maroof requested that his apologies be recorded for the last Authority meeting.

Councillor Ayris queried whether there had been a delay in presenting the Barnsley Fire Station tender report to the Authority.

The Director of Support Services stated that the report would form part of the progress report on South Yorkshire Fire and Rescue Property and Procurement Services, to be presented at today's meeting.

Councillor Haith requested that the minutes be amended, in relation to the Facilities Management procurement, to indicate that Members proposed the implementation of the foundation living wage.

Councillor Ransome queried whether SYFR's implications had been identified from the findings within Dame Judith Hackitt's report.

ACFO Johnson stated that Dame Judith Hackitt's interim report had identified the work to be undertaken; workshops had been arranged to assist with the completion of the work.

Councillor Ayris queried whether Members had been provided with the LGA Tax Implications Workshop slides.

DCFO Blunden stated that Councillor Clements had been provided with the workshop slides. He would forward the workshop slides to L Noble, for circulation to all Members.

RESOLVED – That:-

- i) Members to be provided with the LGA Tax Implications Workshop slides.
- ii) Subject to the above amendments, Members agreed that the minutes of the Authority meeting held on 22 January 2018 be signed by the Chair as a correct record.

10 2018/19 ANNUAL REVENUE BUDGET AND COUNCIL TAX SETTING

A report of the Clerk and Treasurer and the Chief Fire Officer and the Chief Executive was submitted to seek Authority approval to the 2018/19 budget and to set the Council Tax and precept by 28 February 2018.

Councillor Satur queried the decrease in the Control Staff budget for 2018/19 in comparison to 2017/18.

The Director of Support Services stated that he would provide Members with a detailed analysis of the Control Staff budget for 2018/19.

Councillor Ayris expressed concerned at the increase of supplies and services related costs, and he requested a breakdown of the legal costings. He queried why additional funding was required for Support Services.

The Director of Support Services stated that he would provide Members with a breakdown of the legal costings in relation to the supplies and services related costs.

DCFO Blunden added that SYFR had the sufficient capacity and skill set required. However, additional staff would be required to enable existing officers to concentrate solely on the inspection process to ensure that all of the information was drawn upon and presented correctly.

The Deputy Clerk referred to the Member related allowances and expenses, and the recommendation to review Allowances every four years. Dr D Hall from LG Research & Consultancy had recently been commissioned to undertake an independent review of the Members allowances scheme; the recommendations would be presented to the Authority for consideration / decision.

The Director of Support Services apologised for the typographical error in the 'Other Expenses (including BMBC Service Level Agreement)' table.

Dr Billings queried whether additional learning could be drawn from SYP in respect of the inspection regime. The Policing and Fire Minister had been very clear with SYP around establishing greater use of reserves, rather than increasing the precept. He sought reassurance that the Authority was content to receive 10% of the general reserves, in comparison with most local authorities which received 4% - 5% or lower, and Police were looking towards those amounts as a percentage of the revenue budget.

The Treasurer stated that, having considered the risks moving forward in terms of the fair funding review that local government was subject to, together with Brexit and other risks in future years, the strategy to use the cumulative reserves to fund the one off capital investment was a prudent and sensible approach. It was difficult to compare organisations in relation to general reserves i.e. SYFR had encountered greater funding cuts compared to South Yorkshire Police.

The Director of Support Services referred to the expectation that by 2020, subject to the capital investment being spent in line with the profile within the report, that SYFR's reserves would go from £25m to between £5m - £8m; it was entirely prudent to use the reserves for capital investment purposes. He considered that SYFR had been very transparent in terms of the reserves review.

Councillor Burgess thanked the officers for the detailed report.

RESOLVED – That Members:-

- i) Be provided with a detailed analysis of the Control Staff budget for 2018/19.
- ii) Be provided with a breakdown of the legal costings in relation to supplies and services related costs.
- iii) Noted that the recommendations from the independent review of the Members allowances scheme would be presented to the Authority.
- iv) Approved the Authority's 2018/19 Revenue Budget at Appendix A to the report.

All Members voted in favour of the Authority's 2018/19 Revenue Budget, with the exception of Councillors Ransome and Ayris, who voted against the decision.

- v) Approved the updated 2018/19 to 2019/20 Capital Programme as set out in Appendix B to the report.

All Members voted in favour of the updated 2018/19 to 2019/20 Capital Programme, with the exception of Councillors Ransome and Ayris, who voted against the decision.

- vi) Approved the Treasury Management and Investment Strategy at Appendix C to the report.

All Members voted in favour of the Treasury Management and Investment Strategy, with the exception of Councillors Ransome and Ayris, who voted against the decision.

- vii) Approved a Council Tax increase of 2.97% for 2018/19.

All Members voted in favour of a Council Tax increase of 2.97% for 2018/19, with the exception of Councillors Ransome and Ayris, who voted against the decision.

11 SYFR AND SYP COLLABORATION UPDATE

DCFO Blunden stated that the Police and Fire Collaboration Board had not met since the last Authority Meeting; he would provide a report to the next meeting.

Members noted that the interviews for the Joint Head of Estates position would be held on 5 and 6 March 2018. Two internal applications had been received from SYFR and SYP for the Joint Head of Fleet position; confirmation of the interview dates was awaited. The Joint Community Safety Team, headed by AM Helps, continued to operate at the Lifewise Centre.

DCFO Blunden had provided L Noble with the notes of the Collaboration Workshop, for circulation to Members.

RESOLVED – That Members:-

- i) Be provided with a Police and Fire Collaboration Board report to the next Authority meeting.
- ii) Noted the verbal update.

12 STRONGER SAFER COMMUNITY RESERVE SPRINKLER FUND

A report of the Assistant Chief Fire Officer and the Director of Service Delivery was submitted to request Members support for two bids from DMBC in partnership with St Leger Homes (Doncaster) and RMBC.

ACFO Johnson confirmed that the two bids had been assessed against the criteria for the Stronger Safer Community Reserve Sprinkler Fund (SSCR), and had met the criteria for the people most vulnerable.

Members noted that if the two bids were approved, a total of £813,000 would be committed from the £1,000,000 SSCR sprinkler funding, which would leave £187,000 remaining in the fund.

RESOLVED – That Members agreed to fund the two Fire Sprinkler Projects from the Stronger Safer Community Reserve (SSCR) Sprinkler Fund.

13 PROGRESS REPORT ON SOUTH YORKSHIRE FIRE AND RESCUE PROPERTY AND PROCUREMENT SERVICES

A report of the Director of Support Services was submitted, which was the latest in a series of update reports presented to the Authority on a bi-monthly basis since June 2017, regarding SYFR Property and Procurement Services.

It was noted that the condition surveys, which had been undertaken across the SYFR estate, had indicated that it was in a reasonable state; £10m would be invested into SYFR properties over the next 2 to 3 years through a planned maintenance programme.

Councillor Hogarth queried whether asbestos containing materials (ACM) would be removed from the buildings, prior to demolition.

The Property Manager confirmed that ACM and other hazardous materials would be removed from the buildings, prior to the buildings being cut or demolished; surveys would be undertaken to govern the way in which the materials would be removed.

Councillor Ayris requested that regular progress reports be presented to the Audit and Governance Committee. He queried how Property and Procurement Services fit with the overall strategy in relation to jointly managing SYFR assets with SYP.

The Director of Support Services confirmed that best value for consultant costs remained at the forefront. A key emphasis for the role of the Joint Head of Estates would be strategy development and taking forward the asset management plans which SYFR and SYP required together with strategic collaboration, to be implemented as soon as possible.

Dr Billings welcomed the broad approach that was outlined within the report and the potential appointment to the Joint Head of Estates position. He considered that SYFR was ahead of SYP in this area. However, he felt it was imperative for both organisations to work together in order to identify opportunities.

Councillor Haith welcomed the progress made, in particular the customer centric focus. She queried whether there was a timeline for the completion of the outstanding repairs and maintenance work at the fire stations.

The Director of Support Services referred to the high proportion of work that was underway around the Facilities Management contract. The Property Manager had worked closely with ACFO Johnson and her team in preparation for the recent visit of HRH Prince Charles to Dearne Fire Station. A different approach had been adopted around the community clear up event, together with a concerted effort to get Dearne Fire Station ready, which would be replicated across the SYFR estate.

RESOLVED – That Members:-

- i) Noted that regular progress reports would be presented to the Audit and Governance Committee.
- ii) Noted the contents of the report.
- iii) Endorsed the ongoing, positive progress being made in Property and Procurement Services as part of their improvement journey towards becoming an efficient and effective Support Service of SYFR.

14 PAY POLICY STATEMENT

A report of the Clerk to the Fire and Rescue Authority was presented to provide the revised Pay Policy Statement for the Authority for 2017/18 as required under the Localism Act 2011.

DCFO Blunden stated that the present SYFR Senior Management Team did not claim an allowance for telephone and internet connections, if Managers had a second residence.

Councillor Haith commented that, when the last Pay Policy Statement report had been presented to the Authority in 2017, she had requested a comparison of the figures from the previous year to be included in future reports; she requested that a comparison be included in future reports. She requested SYFR pay the foundation living wage in the future.

Councillor Hogarth requested that the report be amended under the 'Contribution to Service Priorities' section, to include the 'People - Valuing People – Those we serve and employ' box.

DCFO Blunden confirmed that the report would be amended prior to publication.

RESOLVED – That Members:-

- i) Noted that a comparison of the previous year's figures to be included in future reports.
- ii) Requested SYFR to pay the foundation living wage in the future with the financial implications of this brought back to Members for approval.
- iii) Noted that the report to be amended, prior to publication, under the 'Contribution to Service Priorities' section to include the 'People - Valuing People – Those we serve and employ' box.
- iv) Approved the Pay Policy Statement.

15 REVIEW OF COUNTER FRAUD FRAMEWORK POLICIES

A report of the Director of Support Services was submitted to present the recently revised Anti-Fraud and Corruption Policy, the Anti-Fraud and Corruption Strategy, the Anti-Bribery Policy, the Confidential Reporting (Whistleblowing) Policy, the Prosecution Policy and the Fraud Response Plan. The documents had been revised as part of the periodic review process to ensure such policies were up to date, to reflect best practice and any changes in the legislation.

Councillor Ayriss requested that the date of the next review should be included in the report; he suggested a timescale of every 18 months, unless changes were made to the legislation.

The Director of Support Services stated that the expectation was to keep the documents under constant review with a periodic annual review process; he would include the date of the next review in the report.

M Buttery raised an issue on behalf of Dr Billings, who had left the meeting. She made an offer, on behalf of SYP, for them to have sight of the documents in order to achieve quality assurance.

The Director of Support Services agreed that it would be advantageous for SYP to have sight of the documents.

RESOLVED – That Members:-

- i) Noted that the date of the next review would be included in the report.
- ii) Noted that SYP would have sight of the documents in order to achieve quality assurance.
- iii) Approved the Anti-Fraud and Corruption Policy, the Anti-Fraud and Corruption Strategy, the Anti-Bribery Policy, the Confidential Reporting (Whistleblowing) Policy, the Prosecution Policy and the Fraud Response Plan and continued to endorse the Authority's overall 'zero tolerance' approach.
- iv) Agreed that through the Authority's Audit and Governance Committee, the effectiveness of these policies and strategy would be monitored via the work of the Corporate Anti-Fraud Team in the Internal Audit Service.

16 SYFR ENTRY LEVEL APPRENTICE PROGRAMME PROPOSAL

A report of the Deputy Chief Fire Officer and the Director of Service Development was presented to inform Members of the SYFR entry level apprentice programme proposal.

Members noted the valid development pathways in place at SYFR i.e. SYFR Fire Cadets, Princes Trust Programme alumni and the volunteer cohort in addition to those not in education, employment or training (NEET) to the under 25's within South Yorkshire.

A target of 2.3% had been set by the Government for the SYFR headcount for new starters on apprenticeships in each year. For SYFR this equated to approximately 21 new starters on the apprenticeship programmes in each financial year.

Following the capacity issues that had arisen over the past 18 months from the reduction in support staff, Councillor Haith suggested, that the corporate risk assessment and business continuity implications section of the report be amended to include a risk on the impact to the current SYFR staff whilst undertaking the training of apprentices.

The Director of Support Services confirmed that he would amend the corporate risk assessment and business continuity implications section of the report accordingly.

Councillor Hogarth queried why the SYFR apprentices had been excluded from the living wage.

DCFO Blunden stated that the SYFR apprentices worked alongside the full time SYFR employees to learn their trade on a part time basis, together with further study at college; it would be cost prohibitive to pay the apprentices a full time wage. The apprenticeship rate was governed nationally.

RESOLVED – That Members:-

- i) Noted that the corporate risk assessment and business continuity implications section of the report be amended to include the risk on the impact to the current SYFR staff whilst undertaking the training of apprentices.
- ii) Noted the contents of the report and related Equality Analysis.
- iii) Approved the £125,000 investment for the Apprenticeship Programme delivery.

17 2017/18 FINANCIAL PERFORMANCE REPORT: AN UPDATE

A report was submitted by the Director of Support Services, which was the fourth report in a series of reports to be presented to the Authority during the financial year. The report informed Members of the likely financial performance for the year ended 31 March 2018, an estimated revenue outturn position when compared to the annual budget set on 13 February 2017, an updated reserves position statement and an update on the capital programme, alongside a narrative commentary to provide an explanation of the key financial changes that were contributing to these.

Members noted a net increase in overall general reserves of £2.134m, based on the projections within the report, with £1.246m planned (budgeted) contribution to reserves, plus the in-year estimated surplus of £0.637m, and the notified additional funding of £0.251m.

Councillor Ransome referred to the agency staff that had been utilised at Central Headquarters to provide the canteen services provision. She queried the total number of staff that were employed at Central Headquarters.

The Director of Support Services stated that options for a permanent canteen provision at Central Headquarters would be considered, with the intention to reduce the overall cost. There was a potential opportunity to align the canteen arrangements for Central Headquarters with the Training and Development Centre.

The Property Manager would provide Members with the total number of SYFR staff employed at Central Headquarters.

Councillor Ayris queried whether the decision to remove injury pensions was discretionary.

DCFO Blunden stated that in 2014 the Authority had requested a review of the injury pensions payable to SYFR staff. The process had concluded at the end of 2017, whereby a number of individuals had been subject to appeal; a reduction in

the budget had resulted from the outcome of the appeals. CFO Courtney had the ultimate discretion for the injury pensions payable to SYFR staff.

RESOLVED – That Members:-

- i) Be provided with the total number of SYFR staff employed at Central Headquarters.
- ii) Noted and considered the latest estimated revenue performance which showed an underspend of £0.637m for the financial year ended 31 March 2018.
- iii) Noted the latest estimated increase in General Reserves of £2.134m for the financial year ended 31 March 2018.

18 DRAFT MINUTES OF THE AUDIT AND GOVERNANCE COMMITTEE HELD ON 15 JANUARY 2018

RESOLVED – That Members noted the draft minutes of the Audit and Governance Committee held on 15 January 2018.

19 MINUTES OF THE YORKSHIRE AND HUMBER EMPLOYERS' ASSOCIATION HELD ON 11 JANUARY 2018

Councillor Haith referred to the presentation that had been received from Humberside Fire and Rescue on the UN Campaign for Gender Equality HeforShe. Members' attention was drawn to the link <http://www.heforshe.org/en/our-mission>, if they wished to register for the campaign.

RESOLVED – That Members noted the minutes of the Yorkshire and Humber Employers' Association held on 11 January 2018.

CHAIR

Item 7

SOUTH YORKSHIRE FIRE AND RESCUE AUTHORITY

9 APRIL 2018

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

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

A Brown, N Copley, M McCarthy, L Noble, C Pantry, G Kirk,
R Winter, I Rooth and M McCoole (Barnsley MBC)

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

Apologies for absence were received from
Councillor T Damms, Councillor C Rosling-Josephs,
Councillor M Maroof, Councillor C Ransome, A Frostdick and
D Terris

1 APOLOGIES

Apologies for absence were noted as above.

2 ANNOUNCEMENTS

Councillor Burgess reminded Members that today would be Councillor Buckley's last Authority meeting, as he would shortly take up the office of Mayor of Rotherham. Councillor Burgess, on behalf of the Authority, thanked Councillor Buckley for the wealth of experience that he had brought to the Authority since he had commenced in 2011. She wished him the very best for an enjoyable and successful mayoral year.

Councillor Buckley commented that it was with great regret that he would be leaving the Authority. He gave thanks to all of his colleagues from across the political spectrum for their help and advice, to the governance staff for their help and support and to staff at SYFR.

3 URGENT ITEMS

None.

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

RESOLVED – That agenda item 18 entitled 'Appointment of Independent Member – Audit and Governance Committee' be considered in the absence of the public and press.

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

None.

6 REPORTS BY MEMBERS

Councillors Akin and Clements referred to the LGA Annual Fire Conference and Exhibition held on 13 - 14 March 2018 in Newcastle, which they had attended with Councillors Burgess and Damms. The Fire Minister had not been in attendance at the conference, although the Labour Party Shadow Fire Minister and a Liberal Democrat spokesperson had both attended; Members had been provided with the conference slides.

Councillor Clements commented on the lack of support for retrofitting sprinklers from the Liberal Democrat representative Dame Judith Hackett who he felt had been very evasive on the subject of retrofitting of sprinklers.

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 19 FEBRUARY 2018

Councillor Ayris queried whether progress reports on SYFR's Property and Procurement Services would be presented to the Audit and Governance Committee from 2018/19.

The Director of Support Services stated that it was intended to present an update report on SYFR's Property and Procurement Services to the Audit and Governance Committee meeting in June 2018.

Councillor Burgess suggested that the whole process of the SYFR Property and Procurement Services be discussed in detail at a future Corporate Advisory Group (CAG) meeting.

Councillor Haith queried when the financial implications of SYFR paying the foundation living wage would be brought back to Members for approval.

DCFO Blunden stated that the financial implications of SYFR paying the foundation living wage would be presented to the Authority meeting in June 2018 for Member approval.

Councillor Ayris expressed his gratitude to Dr Billings, who had offered South Yorkshire Police (SYP)'s support on the counter fraud framework policies documents in order to achieve quality assurance. He was supportive of the exploration of further collaboration opportunities with SYP.

Councillor Atkin referred to a recent RMBC Overview and Scrutiny Board meeting where CFO Courtney and DCFO Blunden had been in attendance. Several matters had been discussed at the meeting, including a request to establish whether finances were available to reinstate the second pump appliance at Rotherham Fire Station.

CFO Courtney highlighted that SYFR had initially been made aware of the request at the RMBC Overview and Scrutiny Board meeting. At that meeting he had stated that the nature of the IRMP was for SYFR to continually re-evaluate its resource provision against the prevailing demand, which would always be constrained by the available budget.

M McCarthy referred to a series of questions received from the RMBC Overview and Scrutiny Board; he had requested SYFR's Executive Team to provide a response.

CFO Courtney referred to a complaint that had been made against him from a member of the public, following a gender reference that he had made during a lengthy discussion at the RMBC Overview and Scrutiny Board meeting. He apologised to anyone who had been offended at the meeting.

Councillor Clements highlighted that Barnsley Fire Station had also lost its second pump appliance. He suggested that if there was to be any restoration of the second pump appliances, that Barnsley should also be considered. He was reassured by CFO Courtney's comments that the intention was to allocate resources across the whole of South Yorkshire to maintain operational resilience.

RESOLVED – That Members:-

- i) Noted that an update report on SYFR's Property and Procurement Services be presented to the Audit and Governance Committee meeting in June 2018.
- ii) Noted that SYFR's Property and Procurement Services be discussed in detail at a future Corporate Advisory Group meeting.
- iii) Noted that the financial implications of SYFR paying the foundation living wage to be presented to the Authority meeting in June 2018 for Member approval.
- iv) Noted that further collaboration opportunities with SYP should be explored.
- v) Agreed that the minutes of the Authority meeting held on 19 February 2018 be signed by the Chair as a correct record.

10 2017/18 FINANCIAL PERFORMANCE REPORT: AN UPDATE

A report of the Director of Support Services was submitted, as the fifth in a series of reports that Members had received throughout the financial year, to inform them of the likely financial performance for the year ended 31 March 2018. The report routinely included an estimated revenue outturn position when compared to the annual budget set on 13 February 2017, an updated reserves position statement and an update on the capital programme alongside a narrative commentary to help explain the key financial changes that were contributing to each of them.

There had been a net increase in the overall general reserves of £2.169m, based on the projections within the report, with £1.246m planned (budgeted) contribution to reserves, plus the in-year estimated surplus of £0.672m and the notified additional funding of £0.251m.

Councillor Clements stated that wherever possible, that the general reserve for capital projects should be spent within South Yorkshire. He requested that Members were fully briefed and involved in the construction of a tendering process for capital expenditure, and that Members had an opportunity to look at the weighting system involved, in order to focus the process towards South Yorkshire based firms.

Councillor Burgess stated that the procurement in its entirety would be considered in detail at a future CAG meeting.

DCFO Blunden reported that SYFR's Operational Resource Team (ORT) currently consisted of 27 wholetime firefighters who worked alongside the staff at remote fire stations, to provide short term sickness or absence cover to enable SYFR to work towards the Authority's commitment to ride 5 individuals on the first fire appliances. In 2017, three people had been recruited on the Green Book Staff Terms of Conditions to manage the process. A new ORT policy had now been agreed, and significant progress had been made over the last 4 months; the process was regularly reviewed. Recruitment was now underway to increase ORT to 40 members of staff over the course of the financial year; a new process was in place for continuous recruitment of retained duty staff at every fire station.

Councillor Hogarth requested additional information on the total amount of miscellaneous spend for supplies and services over 10%. The Director of Support Services stated that he would provide Members with the information.

Councillor Ayris asked questions and requested an explanation about the financial underspend of £0.026m in relation to the secondment of a Control Station Manager and also in relation to the Airwave radio scheme of £0.024m. He sought further clarification in relation to the current position of the Close Proximity Crewing (CPC) accommodation at a total of £800k.

The Chief Fire Officer stated that the temporary Station Manager in SYFR Control had been seconded to the Emergency Services Mobile Communication Project that was based in West Yorkshire and that SYFR would receive funding from the national project for this cost. The temporary Station Manager post and

Control Operator post had both been backfilled, to ensure that SYFR's establishment totalled 24 individuals plus the Manager within Control.

Members recalled that updates had been provided in relation to the property and procurement issues on numerous occasions. SYFR was tendering for a significant contract in relation to facilities management, which it was estimated will be introduced in June 2018.

The Director of Support Services would provide Members with a response in relation to the projected overspend on the Airwave radio scheme of £0.024m.

The judicial review requested from the Fire Brigades Union against the Authority, for the continuance of using Close Proximity Crewing (CPC) within the current IRMP would be presented to Leeds High Court on 26 April 2018; the outcome was envisaged in early May 2018. The cost of the legal proceedings was anticipated to be £800k.

RESOLVED – That Members:-

- i) Noted that procurement would be considered in detail at a future CAG meeting.
- ii) Would be provided with additional information on the total amount of miscellaneous spend for supplies and services that was over 10%.
- iii) Would be provided with a response in relation to the projected overspend on the Airwave radio scheme of £0.024m.
- iv) Noted the latest estimated revenue performance which showed an operating underspend of £0.672m for the financial year ended 31 March 2018.
- v) Noted the latest estimated increase in General Reserves of £2.169m for the financial year ended 31 March 2018.

11 PREPAREDNESS FOR GENERAL DATA PROTECTION REGULATION (GDPR)

A report of the Director of Support Services was submitted to provide Members with an update on SYFR's preparedness for the General Data Protection Regulation (GDPR) which replaced the current Data Protection Act 1998 and would come into force on 25 May 2018.

The revised versions of the policies and procedures had recently been circulated to the Corporate Management Board (CMB) for comment, and would be considered at the next CMB meeting on 19 April 2018. It was intended that all target dates within the Action Plan would be completed by May 2018.

Councillor Ayris congratulated Helen Hartland, SYFR's Data Protection Officer, on the production of the report. He queried the punitive financial risks of non-compliance, whether all SYFR employees had completed the online GDPR training, and if not, when this was likely to be completed. He also queried the number of

contracts that were in existence, and who was legally responsible for undertaking the audit and non-compliance.

Members noted that the punitive charge was 4% of the turnover. The online training package would commence in April 2018, with the class room based training scheduled to commence early in May 2018. There were approximately 150 contracts to be reviewed; it was anticipated that the majority of the contracts would not be impacted upon by GDPR, and this work would be completed by 25 May 2018.

Councillor Burgess suggested that GDPR, in terms of risk management should be considered further at a future Corporate Advisory Group meeting.

A report would be presented to the Audit and Governance Committee meeting in June 2018 to brief Members on GDPR, with a greater emphasis on risk management and the creation of a Risk Register for GDPR.

RESOLVED – That Members:-

- i) Noted that the revised versions of the policies and procedures would be considered at the Corporate Management Board meeting on 19 April 2018.
- ii) Noted that GDPR, in terms of risk management, be considered further at a future Corporate Advisory Group meeting.
- iii) Noted that a report be presented to the Audit and Governance Committee meeting in June 2018 to brief Members on GDPR.
- iv) Noted the inherent risks to SYFR of non-compliance with GDPR; monetary penalties, reputational damage, etc.
- v) Noted the progress being made by the Data Protection Officer (DPO) in working towards GDPR compliance.
- vi) Personally supported the DPO role by ensuring that in representing and undertaking their role that they promoted continued compliance.

12 SERVICE LEVEL AGREEMENT - BMBC

A report of the Treasurer and Monitoring Officer was presented to outline the proposal for the provision of services for 2018/19 onwards. A review of service provision had been undertaken in order to provide greater transparency and to demonstrate that it offered value for money for the Authority.

The report outlined a proposed revised service offer from BMBC together with a revised pricing schedule. Subject to Member approval, this would represent a cost reduction of £105,795 with an additional £48,000 reduction from 2019/20, to be released into the Authority's current year's budget and medium term financial strategy.

Councillor Atkin made reference to the Clerk and Monitoring Officer, who were not in attendance at the meeting.

M McCarthy stated that he undertook the role of the Deputy Clerk in the absence of D Terris, Clerk to the Authority. He provided D Terris with regular updates on the work of the Authority, and he sought the relevant advice from her on pertinent issues. The Clerk and Monitoring Officer undertook a significant amount of work outside of the Authority meetings, which assisted in supplementing the governance of the Authority.

Councillor Ayris referred to the daily and hourly rates for ad-hoc support for 2018/19, which were subject to annual inflationary increases; he queried whether those additional services should be put out to tender.

Councillor Ayris proposed a motion that the new contract should be put out to tender, to comply with the Contract Standing Orders and to ensure transparency for the council tax payers in South Yorkshire, with effect from April 2020.

The proposal was not seconded.

Councillor Haith requested a cost breakdown of the £40k for legal work in connection with inquests.

The Director of Support Services referred to the regular liaison with the Treasurer and his team in relation to the work undertaken on the SLA. In consultation with the Treasurer he confirmed that he was comfortable for SYFR to take on responsibility for the budget monitoring and management, reducing costs within the SLA.

In respect of Legal Services, G Kirk stated that most of the mainstream requirements for these services were provided under the SLA; post claim litigation work would incur additional charges. He considered that £40k was a reasonable estimate for legal work for the next financial year based upon historic records of the amount of time spent on legal services for the Authority.

RESOLVED – That Members:-

- a) Considered and approved the proposed democratic and governance support functions (at Appendix A to the report) to be delivered by BMBC on behalf of the Fire Authority for 2018/19.
- b) Considered and approved the proposed delivery functions provided by BMBC on behalf of the Fire Service (attached at Appendix B to the report) for 2018/19.
- c) Agreed that the Service Level Agreements for the Fire Authority and Fire Service to be reviewed in 12 months' time as part of the performance management of the agreement.

Councillor Ayris voted against these recommendations.

- d) Noted a further reduction to the proposed charges for Governance support for 2019/20.

13 DRAFT PERFORMANCE MANAGEMENT FRAMEWORK - 2018/19

A report of the Deputy Chief Fire Officer and Director of Service Development was submitted to set out the first draft of the SYFR Performance Management Framework for 2018/19, which was reviewed annually to ensure that it reflected the Service's key priorities.

DCFO Blunden referred to the outturn figures for 2017/18 which were currently being processed. The targets within the Performance Management Framework for 2018/19 would be included and presented to the next Authority meeting for approval.

RESOLVED – That Members noted:-

- i) The targets to be included within the Performance Management Framework for 2018/19, would be presented to the next Authority meeting for approval.
- ii) The contents of the report.

14 POLICE AND FIRE COLLABORATION BOARD PAPERS

A report of the Deputy Chief Fire Officer and Director of Service Development was presented to provide Members with background information on the Policing and Crime Act 2017, an update on the progress being made on the current areas of collaboration with South Yorkshire Police, together with a view on emerging fire – fire collaboration. A report on collaboration was now a standing item on all Fire Authority meeting agendas.

Members noted the significant progress being made with the Joint Community Safety Team based at the Lifewise Centre, headed up by AM Helps which was due to go live in June 2018. The Board had approved a vehicle fleet business case at its meeting held in December 2017, and had approved a request at a recent Board meeting for support work around the business benefits in order to measure the progress against those benefits when the two teams were merged; the appointment of the Joint Head of Fleet Services process had been by delayed by approximately 6 - 8 weeks whilst the work was undertaken.

Councillor Burgess thanked Dr Billings for chairing the Police and Fire Collaboration Board meetings in such a manner to ensure both a fair and open discussion. She suggested that collaboration issues be considered in detail at the CAG meeting in May 2018.

Councillor Ayris welcomed the report and the amount of progress made. He requested that Members be provided with a copy of the 'People Transition Process' document from Cheshire Fire and Rescue Service.

DCFO Blunden would endeavour to provide Members with the document.

RESOLVED – That Members:-

- i) Noted that the collaboration issues be considered in detail at the CAG meeting in May 2018.
- ii) Be provided with a copy of the 'People Transition Process' document from Cheshire Fire and Rescue Service.
- iii) Noted the contents of the report.

15 KEY ISSUES ARISING FROM THE PERFORMANCE AND SCRUTINY BOARD HELD ON 20 MARCH 2018

Members were presented with a key issues paper arising from the Performance and Scrutiny Board meeting held on 20 March 2018.

Councillor Burgess had observed the last Board meeting, where she had been very impressed with the in-depth questioning by Members on the Performance Report, which formed a valued part of the Authority's work programme; she hoped the Board would consider the forthcoming HMICFRS inspection process as part of their remit.

Councillor Atkin suggested that the Board may wish to consider the implications of the 'Kerslake Report: An independent review into the preparedness for, and emergency response to, the Manchester Arena attack on 22 May 2017', in order to provide reassurance to the residents of South Yorkshire.

CFO Courtney reassured Members that SYFR would explore all of the recommendations arising from the Kerslake Report, both independently and in conjunction with the wider membership of the National Fire Chiefs Council, in order to consider the implications for SYFR moving forwards. Members would continue to be advised on the progress made.

Councillor Ayris expressed his best wishes to Councillor Buckley for the future. He suggested that it would be useful for the Board to continue to submit the 'Key Issues' report to the Authority in order to keep all Members abreast of the issues arising.

RESOLVED – That Members noted:-

- i) That a report on the implications of the 'Kerslake Report: An independent review into the preparedness for, and emergency response to, the Manchester Arena attack on 22 May 2017', be submitted to a future Performance and Scrutiny Board meeting, in order to provide reassurance to the residents of South Yorkshire.
- ii) That SYFR would explore all of the recommendations arising from the Kerslake Report in order to consider the implications for SYFR moving forwards, and to continue to advise Members on the progress made.

- iii) That the Performance and Scrutiny Board would continue to submit 'Key Issues' reports to the Authority in order to keep all Members abreast of the issues arising.
- iv) The key issues arising from the Performance and Scrutiny Board held on 20 March 2018.

16 DRAFT MINUTES OF THE LOCAL PENSION BOARD HELD ON 26 FEBRUARY 2018

RESOLVED – That Members noted the draft minutes of the Local Pension Board held on 26 February 2018.

17 DRAFT MINUTES OF THE APPOINTMENTS COMMITTEE HELD 19 FEBRUARY 2018

RESOLVED – That Members noted the draft minutes of the Appointments Committee held on 19 February 2018.

18 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.

19 APPOINTMENT OF INDEPENDENT MEMBER - AUDIT & GOVERNANCE COMMITTEE

A report of the Service Director, Legal and Governance was submitted to request that Members endorsed the recommendation of the Evaluation Panel to appoint to the vacant role of Independent Member, Audit and Governance Committee.

RESOLVED – That Members:-

- i) Noted the action to date to recruit an Independent Member of the Audit and Governance Committee.
- ii) Agreed the recommendation of the Evaluation Panel, as outlined at the meeting, and to appoint Nicola Wright to the vacant role of Independent Member of the Audit and Governance Committee, subject to satisfactory references.
- iii) Agreed to an appraisal process after the first four year term of appointment (April 2022).

CHAIR

SHEFFIELD CITY REGION COMBINED AUTHORITY

THE AMP TECHNOLOGY CENTRE, WAVERLEY, ROTHERHAM, S60 5WG

MINUTES OF THE MEETING HELD ON 9 MARCH 2018

PRESENT:

Councillor Chris Read, Rotherham MBC (Chair)
Councillor Tricia Gilby, Chesterfield BC (Vice Chair)

Councillor Julie Dore, Sheffield CC
Councillor Sir Steve Houghton CBE, Barnsley MBC
Mayor Ros Jones CBE, Doncaster MBC
Councillor Lewis Rose OBE, Derbyshire Dales DC
Councillor Ann Syrett, Bolsover DC

Councillor Chris Furness, Peak District National Park Authority
Councillor Simon Spencer, Derbyshire CC (Observer)

Fiona Boden, SCR Exec Team
Andrew Frosdick, Monitoring Officer
Jeni Harvey, SCR Exec Team
James Henderson, Sheffield CC
Sharon Kemp, Rotherham MBC
Felix Kumi-Ampofo, SCR Exec Team
Mark Lynam, SCR Exec Team
John Mothersole, Sheffield CC
Mel Dei Rossi, SCR Exec Team
Dave Smith, SCR Exec Team
Daniel Swaine, Bolsover DC / NE Derbyshire DC
Diana Terris, Clerk / Barnsley MBC
Mike Thomas, SCC / SCR Exec Team
Lee Tillman, Doncaster MBC
Craig Tyler, Joint Authorities Governance Unit
Eugene Walker, S.151 Officer

Apologies for absence were received from Councillor G Baxter and Councillor S Greaves

1 APOLOGIES

Members apologies were noted as above.

2 ANNOUNCEMENTS

None.

3 URGENT ITEMS

None.

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

None.

5 VOTING RIGHTS FOR NON-CONSTITUENT MEMBERS

It was determined that voting rights should not be conferred on non-Constituent Members in respect of agenda item 19 – 'Transport Funding Agreement' as this matter regards the Constituent Local Authorities only.

It was agreed there were no additional agenda items for which the non-Constituent Members should not have full voting rights.

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

As Leaders of the relevant sponsoring authorities, all Members declared non-pecuniary interests in the schemes to be considered at items 12, 14 and 19.

7 REPORTS FROM AND QUESTIONS BY MEMBERS

None.

8 RECEIPT OF PETITIONS

Mrs Pauline Beadle presented the Committee with a 250 signature petition on behalf of the people of Thorne and Moorends, Doncaster. Addressing the Committee, Mrs Beadle reported this is an ageing population that would benefit from having a bus route from Moorends to the new retail park (Quora Park) in Thorne as many older people do not have their own transport and it is too far to walk. Mrs Beadle informed Members the petition has drawn the interest of the Mayor of Thorne, Cllr Susan Durant and the Labour MP for Doncaster North Ed Miliband who have both contacted her on several occasions to ensure her of their full support and backing. Mrs Beadle proposed a solution may be a rerouting of the current No.86 service.

Mayor Jones indicated her support for what the residents are saying and requested this matter be looked into by PTE officers.

Cllr Dore asked whether this matter could be looked at in more detail by the Doncaster Bus Partnership.

The Chair duly instructed the PTE officers to investigate the matter raised by Mrs Beadle and respond on the Authority's behalf.

9 PUBLIC QUESTIONS

A question was received from Mr Nigel Slack and read and follows:

What Skills Training or Apprenticeship contracts for SCR are currently delivered by Learndirect Ltd? An Ofsted inspection in 2017 found the company "inadequate" and a Government DfE spokeswoman said: "The government is ending Learndirect's contract to provide apprenticeships and adult education, because of its failure to meet the high standards expected." What will be the impact of this report and this statement on SCR learners?

In response the Chair noted Learndirect hold a national contract with the Education and Skills Funding Agency for the delivery of skills related activity (including Apprenticeships) and some of this delivery will be within Sheffield City Region. However, we don't at this time have any available data that shows the level or type of delivery in SCR.

The Chair tasked officers to investigate the matter in more detail in the interests of establishing whether a fuller response might be provided.

10 MINUTES OF THE MEETING HELD ON 29TH JANUARY

It was noted the attendance of Cllr Chris Furness should read representative of the Peak District National Park Authority, rather than Derbyshire Dales.

RESOLVED, that with exception of the above matter, the minutes of the meeting held on 29th January are agreed to be an accurate record.

11 CA LEP REVENUE BUDGET 2018/19

Members were presented with the final proposals for the Sheffield City Region CA/LEP Revenue Budget for financial year 2018/19.

Mayor Jones questioned the reference at Appendix 3 to the report which noted the draft accounts of SYITA Properties Ltd indicate that up to £550k of retained profits will transfer to the CA and the proposition these profits be ring-fenced in the short term for property-related issues. In discussion, the Authority agreed these profits should not be ring-fenced for property-related issues and would be open to other spend opportunities.

RESOLVED, that the Combined Authority:

1. Approves the proposed CA/LEP revenue budget and associated programmes for 2018/19

2. Approves the proposed CA Group reserves strategy and associated Section 73 Officer recommendations, with the above amendment
3. Notes that subscriptions payable by partner authorities will be frozen at 2017/18 levels
4. Notes that a medium term financial strategy will be brought back to the CA in Summer 2018

12 CA CAPITAL PROGRAMME 2018/19

Members were presented with the final proposals for the Sheffield City Region CA Capital Programme for the financial year 2018/19, split into the CA/LEP Capital Programme (primarily the Local Growth Fund programme) and the South Yorkshire Transport Capital Programme (a mixture of strategic and local schemes).

RESOLVED, that the Combined Authority:

1. Approves the Local Growth Fund capital programme for 2018/19 at a total value of £38.691m against an indicative LGF allocation of £43.29m with 4.6m available to fund schemes from the reserve pipeline.
2. Approves the South Yorkshire Transport capital programme for 2018/19 at a value of £44.7m.
3. Notes the capital strategy, which currently targets investment in pursuit of the objectives of the SEP, will be refreshed as part of the Medium Term Financial Strategy and brought back to the CA in summer 2018.

13 TREASURY MANAGEMENT STRATEGY 2018/19

Members were presented with the paper proposing the Annual Treasury Management Strategy for the financial year 2018/19 and advised this is a compliance paper which sets out how the Authority's debt and investment portfolio will be managed over the period. It was noted that like other public bodies, the Authority adopts an efficient approach to its affairs which seeks to mitigate risk above all else.

Members were advised the proposals contained within this paper do not contain any material amendments to parameters previously agreed by Leaders.

RESOLVED, that the Combined Authority:

1. Approves the annual Treasury Management Strategy and associated prudential indicators
2. Approves the annual Investment Strategy
3. Approves the minimum revenue provision policy

14 LGF CAPITAL PROGRAMME 2017/18

Members were presented with a paper requesting the approval of projects that have progressed through the Appraisal Framework.

Mayor Jones criticised the request for the Combined Authority to take a decision on the former Park Gardeners Club Housing Fund project ahead of the matter being subject to consideration at the (still to be convened) Housing Investment Board, but recognised the project has been subject to internal due diligence and the importance of not delaying the scheme's development.

RESOLVED, that the Combined Authority:

1. Approves taking the former Park Gardeners Club Housing Fund project to full approval and award of contract at a cost of £0.517m subject to the conditions set out in the appraisal panel summary table.
2. Approves the BIF project's request to accelerate expenditure of £0.708m in 2017/18 and of £0.708m and in 2018/19 of £8.678m.
3. Approves the STEP PTE project de-committing expenditure of -£0.224m and STEP SCC project de-committing expenditure of -£1.383m.
4. Approves the Disadvantaged Learner Pilot de-committing expenditure of -£1.5m).
5. Approves the Skills Capital Fund's request for slippage of £1.072m from 2018/19.
6. Approves the Housing Fund spend profile increase by £1.880m to re-instate the full £10m Housing Fund budget which was previously approved.
7. Notes the Knowledge Gateway project is reporting an update to the contracting / payment basis from a loan (which converts to grant) to an outcome based contract in line with other such approvals.
8. Notes the membership of the Sheffield City Region Housing Investment Board (HIB).
9. Notes the appraisal of 53 Open Call applications has been completed and the awaiting of confirmation of the outturn position for 2017/18 and annual spend targets from DCLG for 18/19 prior to making recommendations regarding progression of these schemes.
10. Approves the delegation of authority to Head of Paid Service and Section 73 Officer in conjunction with the Chair of the CA to maximise the outturn spend position at year end to mitigate against any potential loss of funding, noting the CA will be informed when these delegated approvals take place.
11. Approves the delegation of authority to the Head of Paid of Service, in conjunction with the S73 Officer, to enter into contractual arrangements required as a result of the above approvals.

15 FINANCIAL REGULATIONS

A report was received to remind Members of the SCR's requirement to update its Financial Regulations on a regular basis to ensure that they remain up to date, fit for purpose and robust, and to seek approval of the updated Financial Regulations.

RESOLVED, that the Combined Authority approves the revised 2018 Financial Regulations, with the amendment that virements on revenue be kept at £100k

16 ASSURANCE FRAMEWORK

A report was received to remind Members of the SCR's requirement to update its Assurance Framework on a regular basis to ensure it remains up to date, fit for purpose and robust, and to seek approval of the updated Framework.

Members were advised that revisions have been identified through a review of the existing Framework in light of additional national guidance and through the evolution of arrangements in the City Region.

It was noted the changes will in part make processes less onerous for scheme promoters.

RESOLVED, that the Combined Authority:

1. Approves the updated Assurance Framework.
2. Notes the actions required to implement the updated Assurance Framework.

17 AMP

A report was received requesting the approval of the recommendation to appoint a Facilities Management Provider for the Advanced Manufacturing Park Technology Centre and agree to funding a Programme Director and activity budget to accelerate the delivery of the next stages of the Advance Manufacturing Innovation District.

RESOLVED, that the Combined Authority:

1. Approves the appointment of Creative Space Management Ltd as the preferred Facilities Management provider for the AMP Technology Centre for 5 years from the 1st April 2018, with an option to extend for a further 2 years subject to performance.
2. Approves the reinvestment of £135,000 per year for three years of the revenue generated from the AMP Technology Centre, to fund a Programme Director and activity budget to accelerate the development of the Advanced Manufacturing Innovation District

3. Approves the delegation of authority to the Head of Paid of Service, in conjunction with the Section 73 Officer, to enter into the contractual arrangements required as a result of the above approvals.

18 HS2 GROWTH STRATEGY

A report was received to provide an update on progress in developing the HS2 Growth Strategy.

Cllr Houghton suggested that whilst the report deals with many of the 'positives' associated with HS2; there is equally another side to the impact HS2 will have and proposed that (as well as HS2 Ltd undertaking its own environmental assessment) the SCR undertakes its own impact study into the potential 'negatives' and what we need to see done about them, including the lobbying of government and HS2 Ltd to reduce the impact on communities.

RESOLVED, that the Combined Authority:

1. Approves the re-profile of the £145,000 HS2 Growth Strategy budget from 17/18 to 18/19 as detailed in the Q3 2017-18 Monitoring Report.
2. Approves the acceptance of £625,000 of tranche two funds to progress the second phase of the Growth Strategy Work.
3. Approves entering into a number of agreements to progress activity including:
 - £200,000 with the HS2 Growth Partnership to deliver the masterplan for Sheffield Midland Station
 - £130,000 with Chesterfield Borough Council to deliver the masterplan for Chesterfield Station,
 - the delivery of the single Economic Commission at a likely value of over £100,000 (subject to completion of procurement) and delegate authority to the Head of Paid Service for the Combined Authority to appoint consultants and
4. Approves extending the appointment of the HS2 Programme Director from March 2018 until September 2018 at an additional cost of up to £73,000 (noting a total ceiling amount of £152,000),
5. Approves the delegation of authority to the Head of Paid of Service, in conjunction with the Section 73 Officer, to enter into the contractual arrangements required as a result of the above approvals.
6. Agrees to undertake an assessment of the potential 'negatives' of HS2 and identify the courses of action required to mitigate these matters.

19 TRANSPORT FUNDING AGREEMENT

A report was received proposing the creation of a £3.5m, defined parameter, local transport pot for Barnsley, Doncaster and Rotherham.

The report suggested the funding landscape for local transport programmes in South Yorkshire will change from April 2018 with the conclusion of some existing funding streams and in seeking alternate funding sources it is intended this pot be created in parallel with the pursuit of other emerging opportunities, such as the Transforming Cities fund.

Cllr Dore questioned the rationale of this pot and asked why, as a South Yorkshire badged initiative, it is only available to 3 of the 4 districts. Officers suggested this arises from the identification of a large discrepancy in the amount of borrowing being invested in the Supertram network in Sheffield and the amount of borrowing being used to support projects in the other 3 districts.

Cllr Dore asserted the Supertram network is not only used by residents of Sheffield.

Cllr Dore asked if this sets a precedent for how other funding sources might be allocated between partners going forward. Officers noted there are no current plans to repeat this exercise.

Cllr Dore requested a recorded vote be taken in respect of the recommendations. This request was supported by a sufficient number of Members to proceed (as determined by the SCR Constitution).

The outcomes of which were as follows:

- Votes for: Cllr Houghton, Mayor Jones and Cllr Read.
- Votes against: Cllr Dore

RESOLVED, that the Combined Authority:

1. Approves the creation of a £3.5m local transport pot, through prudential borrowing, for the exclusive use of Barnsley, Doncaster and Rotherham Metropolitan Borough Councils
2. Approves that the £3.5m pot be distributed to the 3 recipient authorities on the per capita proportionate split outlined in this report.
3. Endorse that the £3.5m pot be used to fund the named transport priorities set out in this report, subject to further due diligence delegated to SCR's Director of Commissioning and Section 73 Officer, to ensure compliance with the Combined Authority's transport borrowing powers.

20 TFN NOMINATIONS

A report was received seeking to nominate the Sheffield City Region's representatives on the Transport for the North (TfN) Scrutiny Board

Members were reminded in April 2018, TfN will be established as the country's first sub-national statutory transport body. In establishing appropriate governance arrangements the 2018 regulations require TfN to appoint a Scrutiny Committee.

Commenting on wider TfN matters, Mayor Jones suggested Doncaster has been seriously underrepresented in the TfN Statutory Transport Plan consultative draft and requested Doncaster and SCR Exec Team officers contribute appropriate responses via the consultation to raise this matter.

RESOLVED, that the Combined Authority approves the nomination of those Members from RMBC and BMBC, with transport portfolio responsibilities, to the positions of TfN Scrutiny Committee Member and substitute Member.

21 DELEGATED AUTHORITY REPORT

Provided for information.

22 RESOLUTION RECORD - SKILLS EXECUTIVE BOARD

RESOLVED, that the decisions and recommendations contained within the report are duly endorsed.

23 RESOLUTION RECORD - HOUSING AND INFRASTRUCTURE EXECUTIVE BOARD

RESOLVED, that the decisions and recommendations contained within the report are duly endorsed.

24 RESOLUTION RECORD - TRANSPORT EXECUTIVE BOARD

RESOLVED, that the decisions and recommendations contained within the report are duly endorsed.

25 RESOLUTION RECORD - BUSINESS GROWTH EXECUTIVE BOARD

RESOLVED, that the decisions and recommendations contained within the report are duly endorsed.

CHAIR

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SOUTH YORKSHIRE PENSIONS AUTHORITY

15 MARCH 2018

PRESENT: Councillor S Ellis (Chair)
Councillor R Wraith (Vice-Chair)
Councillors: S Cox, K Richardson, A Sangar and I Saunders

Trade Unions: N Doolan-Hamer (Unison), D Patterson (UNITE) and G Warwick (GMB)

Officers: G Chapman (Head of Pensions Administration),
B Clarkson (Head of Finance), N Copley (Treasurer),
A Frostdick (Monitoring Officer), G Graham (Fund Director),
M McCarthy (Deputy Clerk) and G Richards (Democratic Services Officer)

Observers: G Boyington and J Thompson (SY Local Pension Board)

Apologies for absence were received from Councillor S Durant, Councillor K Harpham, Councillor T Hussain, Councillor J Mounsey, Councillor Z Sykes and Councillor K Wyatt

1 APOLOGIES

Apologies were noted as above.

2 ANNOUNCEMENTS

M McCarthy informed the Authority that, as the Chair could not attend the LGA's Cross Pool Open Forum on 27 March 2018, Cllr Saunders would be attending on behalf of the Authority.

As this was G Chapman's last Authority meeting, the Chair asked Members to stay behind at the end of the meeting for a presentation.

3 URGENT ITEMS

None.

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

RESOLVED: That the following items would be considered in the absence of the public and press:

- i) Item 16 – Pooling Update – Border to Coast Joint Committee
- ii) Item 17 – Accommodation
- iii) Item 18 – Debt Write-Offs

iv) Item 19 – Fund Directors Objectives and Appraisal

v) Item 20 – Amendments to the Post-Pooling Investment Staffing Arrangements

5 DECLARATIONS OF INTEREST.

None.

6 MINUTES OF THE AUTHORITY MEETING HELD ON 18 JANUARY 2018

RESOLVED: That the minutes of the Authority meeting held on 18 January 2018 be agreed and signed by the Chair as a correct record.

7 WORK PROGRAMME

The Authority considered its Work Programme.

M McCarthy informed Members that the Work Programme would be populated further if the Authority approved its 2018/19 meeting cycle later in the agenda.

RESOLVED – That the Work Programme be noted.

8 SECTION 41 FEEDBACK FROM DISTRICT COUNCILS

There was no Section 41 representative from Doncaster at the meeting. There was nothing to report from the Barnsley, Rotherham or Sheffield representatives.

9 APPOINTMENT OF HEAD OF PAID SERVICE

A report was submitted regarding the Appointment of the Head of Paid Service.

Members were informed that there was a statutory requirement on the Authority to designate one of its officers as Head of Paid Service in accordance with S.4 (1) (a) of the Local Government and Housing Act 1989. The Head of Paid Service was responsible for the overall corporate and operational functions performed by staff of the South Yorkshire Pensions Service. The Authority's Constitution designates this role to the Fund Director.

Following the appointment of George Graham as Fund Director with effect from 12 February 2018, the Authority is formally required to make such an appointment.

RESOLVED:

i) That the report be noted.

ii) That the Authority approve the appointment of George Graham, Fund Director, as its Head of Paid Service with effect from 12 February 2018.

10 QUARTER 3 PERFORMANCE SNAPSHOT REPORT

The Authority considered the Q3 Performance Snapshot report which was a summary of various information and statistics previously considered by the Authority's Boards.

G Chapman reported that Administration performance continued to improve despite a high level of sickness in December due to an outbreak of flu.

The numbers of employers continued to increase, particularly in the case of academies. The Authority was participating in a national group looking at how to improve the administration performance of academies.

G Graham informed the Authority that the Fund was now in excess of £8bn with a current funding level of between 100% and 102%, although this varied according to movements in the market.

RESOLVED- That the report be noted.

11 TREASURY MANAGEMENT STRATEGY STATEMENT 2018/2019

A report was submitted to seek Members' approval of the treasury management procedures and strategy followed by the Authority.

B Clarkson informed the Authority that higher amounts of cash were being held at the moment (4%), due to the process of moving funds from equities into alternatives but this was still within the benchmark limit.

The limit of £40m per borrower remained the same as did the strict credit rating criteria detailed in Appendix D.

Currently, £50m was being held in the Money Market Fund; more money had been lent to local authorities and the overdraft limit remained the same. The Debt Management Office had been used on 26 occasions during the period.

RESOLVED:

- i) That the Authority adopts the Annual Investment Strategy and Recommendations set out in Appendix 1.
- ii) That the Authority approves an Affordable Borrowing Limit of £250,000, being the maximum amount the Authority could afford to borrow, on a rolling basis for the forthcoming year and two successive years, as outlined in Appendix 2 and in accordance with Section 3(1) of the Local Government Act 2003.
- iii) Approves the Minimum Revenue Provision Policy Statement outlined in Appendix 3 and in accordance with the Local Authorities (Capital Finance and Accounting) (England) Regulations 2008.
- iv) Notes the list of counterparties used in Appendix 4.
- v) Keeps the above under review.

12 MEETINGS OF THE AUTHORITY AND BOARDS IN 2018/2019

A report was submitted to consider the proposed schedule of meetings of the Authority and its Boards for 2018/19.

It was noted that, as Barnsley MBC meetings are held on a Thursday, the schedule had been produced against the 2018/19 Barnsley MBC meetings calendar. Where possible, the dates had also been checked against the meeting calendars of the other three districts.

As in previous years, it was noted that it may be necessary to arrange additional meetings to facilitate decision making around the investment transition to Border to Coast and the Investment Strategy Review.

When the transition to Border to Coast was complete there would also be a need to look at the governance framework to ensure that it remained fit for purpose.

RESOLVED – That the cycle of meetings of the Authority and its Boards in 2018/19 be approved.

13 GENERAL DATA PROTECTION REGULATION (GDPR)

A report was considered which updated Members on the work being undertaken to prepare for the implementation of the General Data Protection Regulation on 25 May 2018.

The project update contained within the report concentrated on specific areas of work being undertaken.

G Chapman confirmed that the project was on schedule.

It was hoped to supply training for Members in May.

RESOVLED – That the report be noted.

14 REVIEW OF THE AUTHORITY'S ADMINISTRATION STRATEGY

A report was submitted which provided Members with the opportunity to approve and ratify, as the definitive current version, the revised Pensions Administration Strategy which was presented to the Authority in draft form at the meeting of 18 January 2018. There had been no further changes to the draft strategy.

Members approved the revisions and the draft Strategy in January without further comment.

The consultation period with the Employers ended on 12 February 2018 having run since 1 January 2018. The Local Pension Board were also consulted on the revised Strategy.

Only one employer responded with comments which centred on concerns over the imposition of increased financial penalties. A considered response had been issued to the employer stressing that financial penalties were a last resort following the provision of as much assistance, training and guidance by the Authority as possible.

If approved the Strategy would go "live" on 16 March 2018.

RESOLVED: That the Authority approve and ratify the Pensions Administration Strategy.

15 POOLING UPDATE

A report was submitted to update the Authority on progress towards the pooling of the Fund's assets within the Border to Coast Pool.

The report covered key areas of progress, investment related progress, staffing matters, non-executive directors and tax strategy.

With regard to investments, the Authority were informed that BCPP had proposed to reduce the number of sub-funds at launch. The issue was that BCPP was proposing to move away from a position agreed with all Funds of mirroring their initial asset allocation. The Investment Board had discussed the implications in depth at their meeting the previous week and had reluctantly agreed to the proposal but with several conditions.

Cllr Sangar questioned the need for some of the BCPP meeting papers to be in private, for example the tax strategy. At present the Company did not feel particularly open and transparent.

A Frosdick remarked that during the transitional phase there were numerous sensitive decisions to be made, but agreed that BCPP appeared to be using excessive caution.

The Chair agreed that the matter needed clarification.

G Warwick expressed disappointment that there was no reference anywhere in the papers to Trades Union representation and pointed out that the Unions had seats on the Shadow Advisory Board. It was important that Trade Unions were involved in their members' pensions.

The Chair replied that she had made South Yorkshire's position very clear but unfortunately had lost the vote; the matter would be reviewed in the future. The Chair suggested that the Unions approach Board members with a view to securing a place on BCPP's Board.

A Frosdick commented that BCPP's governance structure had been settled; the Joint Committee's position was not to pursue the matter any further at this time although the issue would be revisited in due course.

The Chair commented that she had support from other Funds and would keep pressing for Trades Union representation when the time was right.

The Authority discussed the decision of the Joint Committee to agree to the Board's request to appoint two non-executive directors who would be Shareholder representatives on the Board, i.e. an elected member from any of the Partner Funds.

It was noted that this created a potential conflict of interest and it had already been decided that a Member could not be a member of the Joint Committee and sit on BCPP's Board.

A Frosdick pointed out that the person did not have to be an Authority Member but could be any elected member with experience of the LGPS.

The local authorities could nominate someone but it was up to them to take their own view. Some local authorities from other Funds had already decided not to nominate anyone.

The Chair suggested that Members take advice from their Districts and that a paper would be brought to the June meeting of the Authority to make a decision as to whether the Authority should nominate a Member for the post of non-executive director of BCPP.

RESOLVED:

- i) That the Authority notes the progress being made towards BCPP becoming operational.
- ii) That the Authority delegate to the Fund Director, having consulted the advisors, and in consultation with the Chair and Vice-Chair, the authority to authorise the transition of assets to the BCPP investment pooling structure.

16 POOLING UPDATE - BORDER TO COAST JOINT COMMITTEE

A report was considered to provide Members with the details of the reports covered by the BCPP Joint Committee.

Then reports attached as appendices were:

- The regular progress and budget report.
- A Strategic Update which dealt with the issues surrounding which sub-funds would be created and when.
- The Authorised Contractual Scheme prospectus and the process for approving it.
- The Company's Tax Strategy.

RESOLVED: That the report be noted.

17 ACCOMMODATION

A report was submitted which informed the Authority of BMBC's offer to relocate the Authority to Gateway Plaza.

Members were informed that BMBC, the Authority's landlord, had indicated that they wished to use the Authority's current accommodation for other operational purposes and had offered to relocate the Authority to Gateway Plaza.

The Authority discussed the financial and practical implications also noting that the move would create the opportunity to work as a single organisation all on the same floor.

G Graham commented that the move would not be without challenges but that a full equality impact assessment would be carried out.

RESOLVED: That the Authority

- i) Accept, in principle, the offer from Barnsley MBC for the Authority to relocate to Gateway Plaza.
- ii) Authorise the Fund Director to investigate the practicality of a salary sacrifice scheme for staff car parking and if practical implement such a scheme.
- iii) Authorise the Fund Director to negotiate appropriate terms with Barnsley MBC and to incur expenditure on removals and the relocation of ICT equipment up to a maximum of £75,000.
- iv) Agree to a maximum initial lease term of 5 years with the intention of conducting a further review of the Authority's requirements and the options for meeting them during this period.

18 DEBT WRITE-OFFS

A report was submitted to request the Authority to write-off two outstanding rent accounts as detailed within the report.

RESOLVED: That the Authority authorise the write-off of the two debts as detailed in the report.

19 FUND DIRECTOR'S OBJECTIVES AND APPRAISAL

A report was submitted requesting that formal arrangements be put in place to set the Fund Director's Objectives and Appraisal.

Members were informed that the Authority currently did not have a formal mechanism in place for setting objectives and monitoring the progress of the Fund Director. The Fund Director had requested that such a mechanism be developed.

As the Fund Director had recently taken up their post it was an appropriate time to set objectives for the first year. Suggested areas for detailed objectives which balanced the three aspects of the role were:

- Oversight of the Fund's assets and development of the Investment Strategy.
- The delivery of services to members and employers.
- The running of the organisation.

Taking this balance into account the suggested areas in which detailed objectives, each of which was supported by a number of detailed deliverables were contained within the report.

Progress in achieving the tasks set would be evident to Members throughout the year through reporting to the Authority and its Boards. However, a formal appraisal mechanism was necessary for the Fund Director and it was suggested that the Clerk develop appropriate arrangements in consultation with the Chair and Vice-Chair.

RESOLVED: That the Authority:

- i) Note the areas in which it was proposed to set objectives for the Fund Director.

- ii) Delegate to the Clerk, in consultation with the Chair and Vice-Chair, the establishment of formal arrangements for the setting of objectives for and appraisal of the Fund Director.

20 AMENDMENTS TO THE POST-POOLING SYPA INVESTMENT STAFFING ARRANGEMENTS

A report was submitted requesting amendments to the post-pooling SYPA staffing arrangements.

Members were informed that following the agreement of the Authority's equity protection strategy, the appointment of the new Fund Director and greater clarity about the scale of the various residual investment portfolios, a review of the level of professional investment resources available to the Authority, post-pooling, had been carried out and proposals for some changes to the arrangements previously agreed by Members were detailed within the report.

The report detailed the activities that the new style investment function would be required to undertake and the resources needed to be able to facilitate this.

RESOLVED: That the Authority:

- i) Note the changes to the considerations influencing the level of professional investment resource required by the Authority since they were previously considered.
- ii) Approve the replacement of the post of Investment Performance Manager with a post of Head of Investment Strategy at Grade SM3 (subject to job evaluation), to be filled through a ring fenced recruitment process.
- iii) Approve the establishment of an additional post of Investment Analyst at Grade J (subject to job evaluation), and note the arrangements proposed in the event of difficulties in recruiting to this role.
- iv) Note the budgetary implications would be contained within cash limits in 2018/19 and that a pressure of £87K would be reflected in the 2109/20 budget.

CHAIR



SOUTH YORKSHIRE POLICE AND CRIME PANEL

IN THE BOARDROOM, TOWN HALL, CHURCH STREET, BARNSELEY, S70 2TA

20 APRIL 2018

PRESENT: Councillor A Khayum (Sheffield City Council) (Chair)

Councillor S Sansome (Rotherham MBC) (Vice-Chair)

Councillors: B Cutts (Rotherham MBC), J Dunn (Sheffield City Council), D Hughes (Doncaster MBC), B Johnson (Sheffield City Council), 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 Buttery (Office of the South Yorkshire Police and Crime Commissioner), M Clements (Office of the South Yorkshire Police and Crime Commissioner) and Samantha Mawson (Office of the South Yorkshire Police and Crime Commissioner)

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

An apology for absence was received from A Shirt (Barnsley MBC)

1 **APOLOGIES FOR ABSENCE**

None.

2 **ANNOUNCEMENTS**

M McCarthy apologised to Members for the size of the meeting room. Future Panel meetings would be held in the larger reception and meeting rooms that were located at Barnsley Town Hall. It was anticipated that the portable webcasting equipment would be operational at the next Panel meeting.

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 PUBLIC QUESTIONS:-

6A TO THE POLICE AND CRIME COMMISSIONER

None.

6B TO THE POLICE AND CRIME PANEL

None.

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

None.

8 MINUTES OF THE PREVIOUS MEETING HELD ON 2ND FEBRUARY 2018

A Carter referred to the partnership grants that had been awarded to the four local Community Safety Partnerships. He had previously requested information outside the meeting from the Commissioner for Panel Members, in relation to those organisations that did and did not receive grant aid. He considered that it was useful for Members to be informed of the organisations that had been both successful and unsuccessful.

The Commissioner would endeavour to make the information available.

Councillor Dunn referred to awarded grants and match funding. She highlighted the need for joined up thinking across the local authorities, in an attempt to streamline and establish a more cohesive way of working.

The Commissioner stated that the OPCC did not request match funding, but would clarify for Councillor Dunn.

RESOLVED – That:-

- i) The Commissioner would endeavour to provide Panel Members with the information in relation to those organisations that had been successful and unsuccessful in receiving grant aid.
- ii) The Commissioner would clarify the issue of awarded grants and match funding.
- iii) The minutes of the Police and Crime Panel held on 2 February 2018 be agreed and signed by the Chair as a correct record.

9 NEIGHBOURHOOD POLICING UPDATE

The Commissioner stated that the Neighbourhood Policing Teams would ascertain the requirements for re-engagement with local communities up to the middle of May 2018. He hoped that all Members had met with their respective local inspectors to re-establish the links, and to discuss how they envisaged matters to be progressed further. He urged Members to contact the Force if they did not consider that there had been an improvement in the re-engagement with their local communities.

Councillor Khayum stated that matters had developed differently within the different areas. Greater engagement had recently been made at Sheffield Firth Park with the local councillors and the local Neighbourhood Policing Team. He considered that the SYP Alert System, which was utilised by Councillors, worked very well. This system is also available to members of the public.

Councillor Sansome referred to the good working relationships in Rotherham with the local PCSO's and the District Commander.

S Chu queried whether the staffing resources for re-engagement with local communities in the greatest need would be drawn from other areas within the Force.

The Commissioner stated that staffing resources would be utilised from elsewhere within the Force; this could potentially create an issue that was otherwise considered manageable. The additional 12 Police Now Officers that were now in place had undertaken an intensive course which included problem solving, which was the overall approach for Neighbourhood Policing Teams, in order to achieve an understanding of anti-social behaviour and the relevant partners which were required to provide assistance. The additional Neighbourhood Policing Team numbers were hoped to make a substantial difference to residents of South Yorkshire.

M Buttery referred to the number of reviews that were currently being undertaken by the Force, together with a post implementation review of the roll out of neighbourhood policing, to ascertain the impact that it had placed upon other services within the Force, and to establish the public perception of the initiative.

Councillor Hughes stated that since the initiative had been launched, he had not observed any PCSO's within his local ward area.

The Commissioner requested S Mawson to provide Councillor Hughes with the information regarding the frequency of police officer and PCSO's attendance within his local ward area.

Councillor Wilkinson referred to the problems encountered within her local ward area of Hexthorpe. She received a monthly update of the crimes committed within her local area, together with the details of the hours patrolled by the Force. She queried whether it would be useful for other Ward Members to receive similar updates on the hours that the Force had patrolled their local areas.

The Commissioner would provide individuals, upon request, with the details of the hours that the Force had patrolled local areas.

Councillor Sansome queried whether victim support was aligned with the Force's review of the Neighbourhood Policing Model. He requested that a report be presented to the Panel on how the Commissioner held the Chief Constable to account, and the progress made on the Neighbourhood Policing Model.

M Buttery would ascertain whether victim support formed part of the review of the Neighbourhood Policing Model. A report regarding the public trust and confidence was scheduled to be presented to the Panel in June.

The Commissioner highlighted that victim support would be raised at the next Public Accountability Board Meeting to be held on 24 April, and to which Panel Members were invited as observers.

Councillor Cutts queried the progress of a serious incident case that had occurred in Rotherham.

The Commissioner requested Councillor Cutts inform him of the particular case outside of the meeting. Incidents of a serious nature would be discussed in his weekly meetings with the Chief Constable.

RESOLVED – That:-

- i) Councillor Hughes would be provided with the information regarding the frequency of police officer and PCSO's attendance within his local ward area.
- ii) M Buttery would ascertain whether victim support formed part of the review of the Neighbourhood Policing Model.
- iii) Members noted that a report regarding the public trust and confidence was scheduled to be presented to the Panel in June.
- iv) Members noted the update.

10 REOFFENDING WITHIN SOUTH YORKSHIRE

A report of the Police and Crime Commissioner was presented to provide an overview of the Commissioner's interest and role (including those aspects which were statutory) in relation to reducing reoffending across South Yorkshire, and to demonstrate the complex partnership and contractual arrangements in place, that aimed to focus upon the rehabilitation of offenders to achieve a reduction in reoffending throughout the county.

Councillor Dunn referred to a recent visit in her local ward area with the Force, where they had encountered a homeless man who had been in prison for 5 weeks for shoplifting re-offences. She considered that the individual had not been in prison for a long enough duration to have received the necessary support on leaving prison. She highlighted the need for a greater understanding of low level reoffending.

The Commissioner highlighted the importance of bringing partners together, e.g. through Community Safety Partnerships and the Criminal Justice Board, in order to tackle the various issues. The number of homeless individuals was a visible and growing problem, which could be drug and alcohol abuse related, and there are many agencies involved in dealing with the issues associated with homelessness.

The Commissioner had recently met with the Home Secretary regarding violent crime. Crime has been falling overall for at least 10 years but in the last 3 to 4 years violent crime has risen.

Councillor Wilkinson referred to the shared learning from Rotherham MBC in relation to taxi licensing arrangements; a great deal of work had been undertaken in South Yorkshire to strengthen the safety checks for taxi drivers.

The Commissioner stated that all South Yorkshire local authorities were acutely aware of the taxi licensing issue. He considered the taxi licensing standards in South Yorkshire were correct and appropriate.

A Carter expressed his appreciation for the comprehensive report presented to the Panel. He is the representative of the Voluntary, Community and Faith Sector in Sheffield on the Sheffield Safer and Sustainable Communities Partnership. He queried whether the report, if slightly adjusted to be more pertinent to the Sheffield district, could be presented to the SSCP Board in an attempt to encourage and promote joint working.

Councillor Hughes queried the categorisation of low level offenders, together with the outcomes over the last financial year.

The Commissioner stated that he would provide Councillor Hughes with the information.

S Chu made reference to the significant changes to the Probation Service over recent years. He queried the Commissioner's assessment of the performance of the South Yorkshire Community Rehabilitation Company (CRC). He referred to a recent news article which stated that the prison population was at its lowest level and that electronic tagging was at its highest level. He queried whether the Commissioner or the Force had received prior warning of this or its impact.

The Commissioner referred to concerns that had been expressed when the Probation Service had been split into two parts, with one part being privatised. He regularly met with Amanda Cullen, Director of HR and Organisational Development at CRC, which had initially encountered difficulties in recruiting and training individuals to an appropriate level. The Commissioner was aware of the ongoing activity within the prisons and the community impact. One particular prison in South Yorkshire brought individuals together for a final period before reintegration back into the community; this posed a problem as unhealthy alliances were formed within the prison. There was a concern within the prisons in relation to drugs and how they were supplied from the outside. His view was that the prison population

was at an all-time high. He would ascertain the position in relation to the electronic tagging system.

Councillor Sansome had recently attended a reoffender management course in London, which had referred to the increasing number of reoffending crimes and the individuals in prisons.

RESOLVED – That:-

- i) Members noted that the report would be slightly adjusted, to be more pertinent to the Sheffield district, to enable it to be presented to the Sheffield Safer and Sustainable Communities Partnership Board.
- ii) The Commissioner would provide Councillor Hughes with the categorisation of low level offenders, and the outcomes over the last financial year.
- iii) The Commissioner would ascertain the position in relation to the electronic tagging system.
- iv) Noted the role played by the Commissioner in relation to rehabilitating offenders, and reducing reoffending across South Yorkshire.
- v) Noted the latest position in relation to reoffending rates.

11 ATLAS COURT / CONTACT MANAGEMENT (101): UPDATE

M Buttery stated that the 'go live' date for the SmartContact implementation had been put back, to enable proper trials to be undertaken; the system would initially be operational within South Yorkshire Police before being implemented in Humberside Police. The issue was a priority area for the Commissioner, and clarity would continue to be sought. Feedback would be provided to Members at the next meeting.

L Noble is in liaison with SY Police in respect of a visit to demonstrate the SmartContact system. This is now likely to take place within the new municipal year.

RESOLVED – That Members noted the verbal update.

12 CYBER CRIME / ARTIFICIAL INTELLIGENCE

A Carter referred to Durham Constabulary, who had introduced an artificial intelligence system within their custody suite. He considered that, as artificial intelligence became part of everyday life, and the move towards utilisation within the police service, there was a possibility for heavy dependence on artificial intelligence which could be subject to virus infection. He requested the Commissioner to keep the Panel apprised of any ongoing developments on the impact for South Yorkshire, and in any other areas where artificial intelligence was being trialled.

The Commissioner stated that the Chief Constable had no plan to introduce artificial intelligence into custody suites.

M Buttery informed the Panel that South Yorkshire was collaborating with seven other Forces within the North East of England in relation to cyber crime. Updates would continue to be provided to the Panel as appropriate

RESOLVED – That Members:-

- i) Would be provided with updates in relation to cyber crime as appropriate.
- ii) Noted the position.

13 HER MAJESTY'S INSPECTORATE OF CONSTABULARY, FIRE AND RESCUE SERVICES (HMICFRS) UPDATE

A report of the Police and Crime Commissioner was submitted in order to provide Members with an update on the latest HMICFRS policing inspection programme and framework 2018/19 and the HMICFRS PEEL: Police Effectiveness 2017 Inspection.

Members noted that Her Majesty's Inspectorate of Constabulary's (HMIC) remit had been extended to include the inspections of fire and rescue services in England and was now known as Her Majesty's Inspectorate of Constabulary and Fire and Rescue Services (HMICFRS).

The Commissioner was concerned to ensure that the Police and Crime Plan priorities, which are reflected in the Force's Plan on a Page, were not distorted by HMICFRS priorities.

Councillor Otten considered that it would be useful for additional context / benchmarking information to be provided within future reports. He requested that a report be submitted to the Panel summarising the results of previous inspections, together with a comparison with other Forces.

S Chu queried whether the Commissioner considered that the Plan focused on vulnerable people, and how reassured was he that the HMICFRS had the correct focus on the matter. In relation to the HMICFRS inspection that would be undertaken for South Yorkshire Fire and Rescue (SYFR) in 2019, he queried whether the SYFR inspection outcome report would be presented to the Panel given that the Commissioner sat on the FRA.

The Commissioner acknowledged and congratulated the Force on the work undertaken to improve on the previous inspection. He reassured Members that vulnerable people had been a priority in the conversations he had held with the Chief Constable, and this element of the Police and Crime Plan would remain a priority moving forward. In relation to the SYFR inspection outcome report, he would have sight of the report within his capacity of SYFRA Member; there was a joint interest for collaborative working, but there is no intention for it to be submitted to the Panel.

Councillor Sansome queried whether the Force Management Statement would be reported to the Public Accountability Board. The Commissioner confirmed that the Force Management Statement would be reported to the Public Accountability Board.

RESOLVED – That Members:-

- i) Noted that the next report around HMICFRS inspections would include comparison with previous inspections, and a comparison with other Forces.
- ii) Noted the contents of the report.
- iii) Commented on any matters arising.

14 ESTABLISHMENT OF A BUDGET WORKING GROUP - MEMBERSHIP AND TERMS OF REFERENCE

A report of the Service Director, Legal and Governance was submitted in relation to the establishment of a Budget Working Group, which would assist the Panel in developing its role and enable more in-depth discussion in relation to the budget and other financial issues in advance of budget and precept setting. Many Police and Crime Panels across the country had established working groups to address key issues such as the budget and the Police and Crime Plan.

L Noble stated that in order for the Budget Working Group to operate effectively, a representative from all four of the local authority districts should sit on the group. Notification was awaited from Barnsley MBC; L Noble would contact Councillor Griffin/Councillor Sixsmith.

If the Panel agreed to the establishment of the Budget Working Group further discussions would be held with the OPCC in relation to meeting frequency and the support required.

RESOLVED – That Members:-

- i) Noted that Councillor Griffin/Councillor Sixsmith would be contacted with a view to securing a Barnsley MBC representative on the Budget Working Group.
- ii) Approved the membership and Terms of Reference for the Budget Working Group.
- iii) Agreed that the meetings be held quarterly and reviewed in a year's time.

15 DECISION LOG (OPCC)

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

A Carter queried what the Capital Approval – Armoury Extension related to, and he also queried the re-location of the mounted section back to Ring Farm (which is in

Cudworth, Barnsley). He also referred to the agreement to provide financial assistance with an overall cap on funding of £20,000 plus VAT, and queried the extent to which a funding cap was determined at a specific limit.

The Commissioner stated that he would establish what the Capital Approval – Armoury Extension related to. He confirmed that Ring Farm was located in Cudworth, Barnsley and that the Chief Constable intended to relocate the SYP Mounted Section back to Ring Farm. He highlighted the need to be very careful in relation to the agreement to provide financial assistance with an overall cap on funding of £20,000 plus VAT.

RESOLVED – That:-

- i) The Commissioner would ascertain what the Capital Approval – Armoury Extension related to.
- ii) Members noted the contents of the report and commented on any matters arising.

16 LEARNING AND DEVELOPMENT UPDATE - REVIEW & YEAR AHEAD

A report of the Service Director, Legal and Governance was submitted to update Members on the current events – national, regional and local – together with future plans in respect of learning and development for the Panel.

Members noted the informal ‘reflection’/work planning meeting that had been held for the Panel on 18 April 2018 and facilitated by Frontline Consulting. Councillors Khayum, Sansome, Hughes, and A Carter, D Cutting and L Noble had been in attendance; a written submission had been received from S Chu.

Councillor Khayum had found the session to be an extremely useful forum to discuss the ways in which to develop the Panel further. He suggested that additional sessions be organised in the forthcoming municipal year to continue the development of the Panel.

L Noble drew Members’ attention to a series of events that would be held over the coming year – the LGA PCP Workshop on Wednesday 11 July and the Seventh Annual PCP Conference hosted by Frontline Consulting on Monday 12 November. These events are specifically aimed at Police and Crime Panels and the Panel would be represented at both.

Councillor Sansome had attended the inaugural meeting of the LGA Special Interest Group on 19 April 2018 which is looking to establish a National Association of Police and Crime Panels. Councillor Sansome and L Noble would attend the first meeting of the Yorkshire and Humberside PCP Regional Network on 23 May 2018.

L Noble offered Members an opportunity, through the Development Discussion process, to discuss any requirements for additional support to assist in fulfilling the Panel’s role, and these will be held after the Panel’s Annual Meeting in June.

RESOLVED – That Members:-

- i) Agreed that additional learning and development sessions be arranged during the next municipal year to continue to develop the Panel's role.
- ii) Noted the opportunity to discuss any requirements for additional support to assist in fulfilling the Panel's role after the Annual meeting on 4 June.
- iii) Noted the update.
- iv) Provide suggestions for future learning and development.

17 WORK PROGRAMME

Members considered the 2018/19 Work Programme.

RESOLVED – That Members of the Police and Crime Panel noted the contents of the 2018/19 Work Programme.

18 DATE AND TIME OF THE NEXT MEETING

RESOLVED – That the Annual Meeting of the Panel will be held on Monday 4 June 2018, at 1pm in Meeting Room 11 at the Town Hall, Church Street, Barnsley, S70 2TA.

CHAIR

MEETING:	Planning Regulatory Board
DATE:	Tuesday, 20 March 2018
TIME:	2.00 pm
VENUE:	Council Chamber, Town Hall, Barnsley

MINUTES

Present

Councillors D. Birkinshaw (Chair), G. Carr, Coates, M. Dyson, Franklin, Hampson, Hand-Davis, Hayward, Higginbottom, Leech, Makinson, Markham, Mathers, Mitchell, Noble, Richardson, Riggs, Spence, Stowe, Tattersall, Unsworth and R. Wraith

110. Declarations of Interest

Councillors Leech and Tattersall declared Non-Pecuniary interests in **Planning Application No 2017/1493** – [Erection of 4 no. dormer bungalows at land off Ledbury Road, Athersley] as they are local ward members.

111. Minutes

The minutes of the meeting held on 20th February 2018 were taken as read and signed by the Chair as a correct record.

112. Land off Ledbury Road, Athersley South - 2017/1493 - For Approval

The Head of Planning and Building Control submitted a report on **Planning Application 2017/1493** [Erection of 4 no. detached dormer bungalows and 2 no. detached garages] at land off Ledbury Road, Athersley South, Barnsley S71 1XE.

Mr Andrew Brown addressed the Board and spoke in favour of the officer recommendation to approve the application.

Mr Don Hyde 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 the inclusion of additional conditions relating to boundary treatment and bin storage areas.

113. Land adjacent to Glebe Farm, Barnsley Road, Silkstone - 2017/1164 - For Approval

The Head of Planning and Building Control submitted a report on **Planning Application 2017/1164** [Erection of up to 3 no. dwellings and associated car parking, garages, access and landscaping including new vehicular access onto Barnsley Road (Outline with All Matters Reserved apart from access] at land adjacent to Glebe Farm, Barnsley Road, Silkstone, Barnsley.

Mr Gavin Winter addressed the Board and spoke in favour of the officer recommendation to approve the application.

Ms Gillian Burgess 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 with decision to be released after a 21 day period relating to the expiration of ownership certificate.

114. 15 Melville Street, Wombwell - 2018/0104 - For Approval

The Head of Planning and Building Control submitted a report on **Planning Application 2018/004** [Change of use of former workshop and associated office (Class B2) to HMO (House in Multiple Occupation), (C4)] at 15 Melville Street, Wombwell, Barnsley S73 8HJ.

RESOLVED that the application be deferred for a site visit.

115. The Bungalow, Little Royd Farm, Halifax Road, Penistone - 2017/1551 - For Approval

The Head of Planning and Building Control submitted a report on **Planning Application 2017/1551** [Erection of double detached garage and store] at The Bungalow, Little Royd Farm, Halifax Road, Penistone, Sheffield, S36 7EY.

RESOLVED that the application be approved in accordance with the officer recommendation and subject to signing of S106.

116. Planning Appeals - 1st to 28th February 2018

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

The report indicated that one appeal was received in February 2018.

It was reported that no appeals were withdrawn in February 2018 and two appeals have been decided.

Furthermore, it was reported that 27 appeals have been decided since 1 April 2017, 18.5 of which (68.5%) have been dismissed and 8.5 of which (31.5%) have been allowed.

Chair

MEETING:	Audit Committee
DATE:	Wednesday, 21 March 2018
TIME:	4.00 pm
VENUE:	Reception Room, Barnsley Town Hall

MINUTES

Present Councillors Clements (Chair), Barnard and Richardson together with Independent Members - Ms K Armitage, Ms D Brown, Mr S Gill, Mr P Johnson and Mr M Marks

58. DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTEREST

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

59. MINUTES

The Committee received the minutes from the previous meeting, held on 17th January, 2018.

A question was raised in relation to minute 49, asking whether the recommendations had been completed, it was understood that these would be completed by the end of the financial year.

With regards to issues relating to the liquidation of Carillion, Members heard how issues had been resolved in order to ensure continuity of services, and there was nothing significant for the Committee to be aware of.

Questions were raised in relation to the preparation for the General Data Protection Regulations. Assurances were given that guides had been prepared, training packages compiled, and a more formal report on preparations would be added to a future agenda of the committee.

In relation to minute 55, it was noted that the General Data Protection Regulations were effective from 25th May, 2018 not 2017, which was a typographical error.

That, subject to the correction of the typographical error, the minutes of the meeting held on 17th January, 2018 were taken as read and signed by the Chair as a correct record.

60. 2018/19 BUDGET SETTING AND MINIMUM TERM FINANCIAL STRATEGY - UPDATE

The Service Director, Finance, introduced the presentation by outlining the policy changes impacting on the budget. These included the ability to raise Council Tax by 3% and implement the 1.5% precept for adult social care. Income from business rates had been confirmed as had Revenue Support Grant.

Members noted the NJC pay award of 2% in 18/19 and 19/20, and with greater increases for lower grade staff, which was materially different from previous assumptions. Also noted was the investment in 14 additional children's social

workers, and the financial pressures from demographics in excess of previous predictions, particularly in relation to looked after children, and the cost of out of borough placements.

Members questioned the reasons behind the increased costs in relation to looked after children. It was noted that this was broadly in-line with other comparable authorities, but there was a national upward trajectory in costs for responding to complex care needs. Members noted that this area was considered as part of the placement sufficiency strategy

The committee was made aware of the current position of the Medium Term Financial Strategy which was balance if all assumptions made held true. These assumptions included the delivery of foundation living wage for all BMBC workers, and £1.7m towards contractors paying the living wage. They also included the delivery of efficiency savings to the value of £4.4m in 2018/19, and limited investment in highways, children social care and housing.

Noted was the assumption that the collection rates for business rates and council tax remained stable, and that all Better Care Fund finance would be received by the council for adult social care. Members also noted the 1% reduction in housing rents.

A net budget of approximately £169m was noted. Members questioned whether there had been any significant changes to the Core, and whether this impacted on governance. Within the Core the only items of note were the delivery of previously agreed efficiencies, and the pay award. However it was suggested that if further savings were required in this area, this could have a greater impact.

The committee were apprised of the current situation with regards to reserves and balances. It was noted that additional capital receipts, improved final accounts due to underspend, and the new homes bonus had increased the balance to 78.1m. The previously approved capital investment of 55.4m reduced this to 22.7m.

Members noted that planned use of the remaining reserves, including transferring 6.5m to the contingency budget for Glassworks, 2m of investment in IT infrastructure, which had seen previously underinvestment, the purchase of a commercial site in Elsecar, and increasing the network coverage of superfast broadband. In addition to the capital investment, reserves had been earmarked to facilitate the accumulated deficit in relation to Special Educational Needs, and to respond to the changes in government policy in regards to debt.

Questions were raised relating to the 5m of overspend in relation to Special Educational Needs, and it was noted that this had been a complex area to manage. Members acknowledged that this was part of a national issue regarding the demand placed on Schools High Needs Block Funding.

With regards to the further 6.5m to the Glassworks contingency budget, it was noted that this was to bring back the contingency budget to 10m, following cost overruns. It was suggested that further overruns were less likely to be seen in the following

phase once relevant consultants were in place, but it was also noted that the delivery of the Glassworks remained a high priority for the Council.

Members queried the small amount of reserves remaining, and it was noted that this was in addition to the minimum working balance of 15m, and that should additional demand be placed on the budget, this would require de-prioritisation in other areas.

The Committee discussed the collection rate of council tax in some detail, and the likelihood this could be maintained given the increases. It was noted that rates were historically high in Barnsley, and that the policy on collecting debt had been recently reviewed to be more supportive to those in arrears. Also noted was the hardship relief scheme for the most vulnerable. It was suggested that the relatively static population of Barnsley could have a positive impact on collection rates.

Members noted that the financial position was balanced for the 2018/19 financial year, and stable for 2019/20, but that there was uncertainty from 2020 onwards. This was as a result of a number of factors including Brexit, devolution, changes to business rate retention, and the outcome of the local government fair funding review.

RESOLVED:-

- (i) that the Service Director, Finance, be thanked for the presentation; and
- (ii) the content of the report and presentation be noted.

61. THE CORPORATE PLAN PERFORMANCE & FINANCIAL REPORT - QUARTER 3 - 2017/18

The Strategic Finance Manager spoke to the item, which provided an update on the quarter 3 position.

The committee heard how the overspend within quarter 3 was in line with that of quarter 2. The position had improved quarter on quarter overall with reductions in overspend in Place due to measures being put in place coming to fruition earlier than expected, however the situation had deteriorated somewhat in People, with the impact of spending on adult social care and looked after children noted. The overspend of 1m was offset by a corporate underspend of 4m, which was largely due to savings on capital financing, where plans to de-risk interest rate exposure were expected to come to fruition in 2018/19. Consequently the authority had benefitted from low interest rates.

Approval had been sought to write off bad debt of £0.888m, of which £0.660m was from the General Fund and £0.228 from the Housing Revenue Account.

It was noted that the financial situation was greatly improved on the previous year where there had been £10m of service overspend in quarter 3, but that this overspend needed to be permanently corrected to avoid impacting on the medium term financial strategy.

Members questioned whether there was confidence that overspend was being managed correctly and the committee heard how robust plans were in place in each directorate to do so, but that these took time to deliver. It was noted that a further improved forecast was expected for quarter 4.

With regards to arrears the current position was just in excess of £29m, and Members heard how 38% of old trade debt had been collected at quarter 3 against a target of 40%. Council Tax collection rates were forecast at 95.97% against a stretch target of 96.4%, and Business Rate collection rates were forecast at 97.55% against a stretch target of 97.4%.

Members noted the revised borrowing strategy to actively de-risk the debt portfolio somewhat, in order to protect the Council from rising interest rates.

The Committee were made aware of details of 25 external funding bids to seek 80m. Members questioned the impact of Brexit on funding, and it was noted that access to funds such as ERDF and ESIF would be reduced, but that the Council would seek to maximise access to any source of external funds.

The Committee discussed the availability of land for housing, and it was noted that the Local Plan was expected to be adopted later in 2018 which would set targets for housing growth. Members questioned the sufficiency of supply in advance of the adoption of the Local Plan, and it was agreed to provide Members with detail of the current details of the 5 year deliverable housing land supply.

RESOLVED:-

- (i) That details of the 5 year deliverable housing land supply be circulated to Members;
- (ii) That the Strategic Finance Manager be thanked for the presentation; and
- (iii) That the content of the report and presentation be noted.

62. EXTERNAL AUDIT PLAN 2017/18

Amy Warner, Manager at KPMG, spoke to the item, noting that materiality for planning purposes had been set at 12million, with the level for misstatements set at 600,000.

The attention of Members was drawn to the significant risks highlighted in the report, which included the delivery of budgets, featured later on the agenda.

Questions were raised in relation to the revaluation model used in relation to assets, which was considered a risk. It was noted that this model was used by the majority of Councils, and CIPFA guidance recommended the use of 5 year cyclical model.

RESOLVED that the report be received.

63. EXTERNAL AUDIT TECHNICAL UPDATE AND PROGRESS REPORT

The committee received the report, previously circulated. This highlighted progress, and provided a technical update.

RESOLVED that the report be received.

64. AUDIT COMMITTEE WORK PLAN 2017/18 AND 2018/19

The Committee received a report providing the indicative work plan for the Committee for its proposed scheduled meetings for the remainder of the 2015/16 municipal year. It was noted that the item deferred from the previous meeting on Health and Safety Resilience was scheduled to be received by the Committee in April, 2018.

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

65. EXCLUSION OF THE PUBLIC AND PRESS

RESOLVED that the public and press be excluded from the meeting during consideration of items 66 and 67 because of the likely disclosure of exempt information as defined by Paragraph 7 of Part I of Schedule 12A of the Local Government Act 1972 as amended, subject to the public interest test.

66. INTERNAL AUDIT ACTION PLAN 2018/19

The Head of Internal Audit introduced the item, referring to the report previously circulated.

Assurances were given that the level of resource available was in line with that seen in previous years. The reduction of the team by a single full time post reflected the reduced income from external sources, and therefore internal activities were not affected.

The attention of Members was drawn to the balance of output from the work; 15% of work in relation to providing advice, whereas 85% would result in issuing a formal assurance report.

The spread of governance themes covered by the plan was noted, as was the number of chargeable days per full time equivalent officer, which benchmarked positively against comparators.

The Committee considered the detail of the plan, as contained within in appendix 2 of the report. Noted were a number of assignments linked to risk areas discussed earlier in the meeting. These included ensuring systems and processes within finance were working efficiently and effectively as possible, and also included a focus on procurement. The plan contained an assignment to consider SEND decision

making. Members also noted the governance review of Future Council 2020, and a project/programme management review of Information Technology (IT).

In light of the significant investment in IT planned, and the digital strategy for the Council, the committee discussed the role of Audit. It was noted that members of the Audit Team were involved in the Digital First Board, and that a significant part of the plan was devoted to the digital agenda.

RESOLVED:-

- (i) That the indicative Internal Audit Plan, 2018/19, be approved, acknowledging the need for the Head of Internal Audit to exercise his professional judgement during the year to apply the Plan flexibly according to priority, risk and resources available; and
- (ii) That the Audit Committee receives quarterly monitoring reports from the Head of Internal Audit to demonstrate progress against the plan including information where the Plan has materially varied from that originally agreed.

67. CORPORATE ANTI-FRAUD TEAM 2018/19 PLAN AND STRATEGY

The Head of Internal Audit spoke to the report, which had been previously circulated. The attention of Members was drawn to the areas of activity within the plan, which highlighted the increasing emphasis in recent years on avoiding fraud. However, it was noted that if evidence suggested fraud had occurred then resources would be deployed appropriately.

Members heard how the centralised response to the National Fraud Initiative had been very successful in ensuring all data matches were investigated, and accordingly 100 days had been set aside in the plan.

Assurances were given to the Committee in relation to the 3 person team that the investment in this area more than paid for itself, and it was noted how details of successful prosecutions had been publicised within the local press.

Members noted the efforts to launch an internal Corporate Anti-Fraud Group, harnessing key individuals, to share collective experience and expertise.

Attention was drawn to the Corporate Anti-Fraud Team Strategy, as appended to the report, and as part of publicising the issue and ensuring a Council wide response, online training had recently been reviewed.

Members heard of the changes to fraudulent activity; with fraud now tending to be digital and online. Work with IT and Information Governance continued in respect of this. The Committee also acknowledged the heightened potential for fraud due to the increased proportion of external procurement, and the balance required to ensure appropriate levels of control whilst not hampering efficiency.

RESOLVED:-

- (i) That the Corporate Anti-Fraud Team plan 2018/19 and supporting strategy be agreed, acknowledging the need for the Head of Internal Audit to apply the plan flexibly, allowing for planned proactive/detective days to be diverted to reactive investigation work as required; and
- (ii) That the Audit Committee receives regular monitoring reports to demonstrate progress against the plan including information where the plan has materially varied from that originally agreed.

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Chair

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MEETING:	Planning Regulatory Board
DATE:	Tuesday, 17 April 2018
TIME:	2.00 pm
VENUE:	Council Chamber, Town Hall, Barnsley

MINUTES

Present

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

In attendance at site visit

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

117. Declarations of Interest

Councillor Tattersall declared a Non-Pecuniary interest in **Planning Application No 2017/1609** – [Erection of 3 pairs of semi-detached houses (6 dwellings) at Land off Laxton Road, Athersley, Barnsley] as she is a local ward member.

Councillor Leech declared a Pecuniary/Non-Pecuniary interest in **Planning Application No 2017/1609** – [Erection of 3 pairs of semi-detached houses (6 dwellings) at Land off Laxton Road, Athersley, Barnsley] as he is a local ward member and also has an allotment which backs on to the development.

118. Minutes

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

119. Land at Kingsmark Way, Goldthorpe - 2018/0103 - For approval

The Head of Planning and Building Control submitted a report on **Planning Application 2018/0103** [Residential development (Outline- All matters Reserved apart from means of access) at land at Kingsmark Way, Goldthorpe]

RESOLVED that the application be approved subject to conditions and in accordance with the officer recommendation.

120. 15 Melville Street, Wombwell, Barnsley S73 8HJ - 2018/0104 - For approval

The Head of Planning and Building Control submitted a report on **Planning Application 2018/0104** [Change of use of former workshop and associated office (Class B2) to HMO (house in Multiple Occupation) (C4) including external alterations at 15 Melville Street, Wombwell, Barnsley S73 8HJ]

RESOLVED that the application be approved subject to conditions and in accordance with the officer recommendation.

121. C Soar and Sons, Tank Row, Stairfoot, Barnsley S71 5AD - 2018/0118 - For approval

The Head of Planning and Building Control submitted a report on **Planning Application 2018/0118** [Erection of a building for processing of electrical equipment and materials at C. Soar and Sons, Tank Row, Stairfoot, Barnsley, S71 5AD]

RESOLVED that the application be approved subject to conditions and in accordance with the officer recommendation.

122. Former Carlton Colliery, Shaw Lane, Carlton, Barnsley S71 3HJ - 2017/1401 - For approval

The Head of Planning and Building Control submitted a report on **Planning Application 2017/1401** [Variation of condition 1 of planning permission 2016/0068 (variation of conditions 3 and 6 of application 2015/0823 to permit revised access arrangements and to increase the number of HGV movements) to extend the duration of the development by a further 2 years to enable completion of restoration scheme at former Carlton Colliery, Shaw Lane, Carlton, Barnsley S71 3HJ]

RESOLVED that the application be approved subject to conditions and in accordance with the officer recommendation.

123. Land off Laxton Road Athersley, Barnsley, S71 3DH - 2017/1609 - For approval

The Head of Planning and Building Control submitted a report on **Planning Application 2017/1609** [Erection of 3 pairs of semi-detached houses (6 dwellings) at land off Laxton Road, Athersley, Barnsley, S71 3DH]

RESOLVED that the application be approved in accordance with the officer recommendation and subject to conditions and completion of a S106 Agreement (compensation for loss of greenspace).

124. Planning Appeals -1st to 31st March 2018

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

The report indicated that one appeal was received in March 2018:-

- **Planning Application 2016/0215:** Erection of detached agricultural workers dwelling (Resubmission) - (written representation) – delegated to Committee.

It was reported that 28 appeals have been decided since 1 April 2017, 20.5 of which (73.2%) have been dismissed and 7.5 of which (26.8%) have been allowed.

Chair

MEETING:	Audit Committee
DATE:	Wednesday, 18 April 2018
TIME:	4.00 pm
VENUE:	Reception Room, Barnsley Town Hall

MINUTES

Present Councillors Clements (Chair), Barnard, Lofts and Richardson together with Independent Members - Ms K Armitage, Ms D Brown, Mr S Gill, Mr P Johnson and Mr M Marks

68. DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTEREST

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

69. MINUTES

The minutes of the meeting held on the 21st March, 2018 were taken as read and signed by the Chair as a correct record.

70. INTERNAL AUDIT QUARTERLY REPORT 2017/18 - QUARTER ENDED 31ST MARCH, 2018

The Head of Internal Audit and Corporate Anti-Fraud submitted a report providing a comprehensive overview of the key activities and findings of Internal Audit based on the Service's work covering the whole of the fourth quarter ending 31st March, 2018 of the 2017/18 audit year.

The report covered:

- The issues arising from completed Internal Audit work in the period
- Matters that had required investigation
- An opinion on the ongoing overall assurance Internal Audit was able to provide based on the work undertaken regarding the adequacy and effectiveness of the Authority's internal control environment
- Progress on the delivery of the Internal Audit Plan for the period up to the end of the fourth quarter of 2017/18
- Details of Internal Audit's performance for the quarter which remained satisfactory

Internal Audit work undertaken during the period had identified one fundamental management action.

The internal control assurance opinion overall remained adequate based on the results of the work undertaken during the quarter.

Of the 42 management actions followed up, 26% had been implemented by the original target date, 5% had been completed after the target date, 19% had not yet been completed by had revised dates agreed and 50% were waiting a response from management

In relation to the Audit Plan, actual days delivered were in excess (10%) of the profile as planned at this stage of the year and quarterly performance of the function was satisfactory with all Performance Indicators meeting or exceeding target levels.

The Annual Report would be presented to the June meeting of the Committee and this would summarise all Internal Audit activity and performance for the year for consideration alongside the draft Annual Governance Statement.

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

- There was a discussion of and concern expressed at the increase in the delay in follow up reports in response to recommendations and in response the Audit Manager made reference to the reasons for this
 - It was noted that the majority of these related to Local Authority Maintained Schools where the delay had been because of the Easter break. Some responses related to Museums Establishment visits where the delay had been as a result of staffing changes and the remaining were awaiting a revised target date.
 - It was noted that whilst the number of limited assurance opinions exceeded the adequate/substantial opinions, they had largely been given for control weaknesses in areas with a narrow scope, limited transactions and financial value
 - It was reported that Internal Audit continued to have very good co-operation from management including SMT who closely monitored the implications from the delay in implementing management actions.
 - In view of the concerns expressed by Members at the worsening position, the Head of Internal Audit and Corporate Anti-Fraud commented that there was a difference between a recommendation in relation to a control weakness and one relating to a suggested improvement and he stated that the priority attached to each would vary. He felt, therefore, that there was a need for a further analysis detailing the context and risk associated with the delay of recommendations.
- Arising out of the above, reference was made to the ways in which audits had changed and which now encouraged discussion and challenge of issues with all parties. In response to specific questioning, reference was made to the action taken in the event that there was disagreement/objection to the audit recommendations. It was noted, however, that this seldom occurred
- Whilst the review of the Housing Benefit System Access had identified a significant number of people with incorrect user permissions, no fraud had been identified and there was little potential for fraud largely because of the other systems in place to prevent inappropriate access. It was noted that a joint project group had been created to address issues identified
- Reference was made to the HR Baseline Personnel Security Standards review which had identified inconsistencies in relation to the collection of references in relation to agency/temporary staff. Appropriate action had been taken to address the issues identified

- In relation to the review of the Register of Interests, it was noted that whilst there were no particular concerns in relation to declarations by Elected Members, there was a lack of clarity regarding the procedure for employees to declare personal interests and any gifts and hospitality. Appropriate action was being taken and additional emphasis was being made in communications with staff to remind them of their responsibilities in this regard
- Reference was made to the action taken in response to the Procurement Themed Review which had identified issues in relation to the compliance with regulatory and procedural requirements when procuring goods or services. Arising out of this, there was a discussion of the role of Governing Bodies and to the request made for all Governing Bodies to undertake a self-assessment so that there was an assurance that they were aware of their legal responsibilities. It was noted that in some instances additional training had been requested. It was also noted that a procurement toolkit was to be made available which would enable schools to undertake the necessary checks and balances. This resource was to be advertised to all schools.

RESOLVED

- (i) that the issues arising from the completed internal audit work for the period along with the responses received from management be noted;
- (ii) that the assurance opinion on the adequacy and effectiveness of the Authority's Internal Control Framework based on the work of Internal Audit in the period to the end of March 2018 be noted;
- (iii) that the progress against the Internal Audit Plan for 2017/18 for the period to the end of March, 2018 be noted; and
- (iv) that the performance of the Internal Audit Division for the fourth quarter be noted.

71. STRATEGIC RISK REGISTER - FULL REVIEW MARCH, 2018

The Executive Director Core Services submitted a report presenting a draft report to be submitted to Cabinet on the 16th May, 2018 on a review of the Strategic Risk Register undertaken in March, 2018.

The report, which was presented by Mr A Hunt, Risk and Governance Manager, formed part of the Committee's assurance process where it was agreed that following the completion of the review of the Strategic Risk Register, the Committee consider the latest version and provide appropriate comments thereon.

The Register contained those high level risks that were considered significant potential obstacles to the achievement of the Authority's Corporate Objectives. It was important that the Register remain up to date and be reviewed regularly in order to accurately reflect the most significant risks to the achievement of objectives and facilitate timely and effective mitigations to those risks.

Following a review of the Strategic Risk Register in October 2016, a further review of the approach to reviewing and updating the Strategic Risk Register had been undertaken as part of the review of the register itself in October 2017 the outcomes of which were detailed within the report. Mr Hunt outlined in some detail:

- The implementation of a 'Gateway' process to ensure the Strategic risk Register contained strategic risks rather than operational issues.
- The future possible developments including the adoption of visualisation and graphical methods to demonstrate direction of travel
- The greater involvement of the Senior Management Team and Barnsley Leadership Team to give an officer perspective of the risks and to give greater challenge

He then went on to outline the way in which the current register had been reviewed and he commented on the main components of the review and the items included. The report outlined:

- The key risks across the six 'concern' rating classifications
- The total number of risks logged since the last review which remained stable
 - It was noted that Risk 4103 (Waste PFI – Insurance Risk) had been removed following its de-escalation; Risk 3027 (Failure to manage organisational change – risk of Destabilisation of the Organisation) had been replaced with Risk 4154 (Failure to achieve the full benefit of our change work to date and to ensure it is sustainable in the future); Risk 4170 (Failure to ensure the Glassworks Programme delivers etc.) had now been included as a new risk
 - Risk 3029 (Failure to safeguard information) had its risk concern rating increased, from '4' and was now logged as '3' to reflect the possible exposure to areas of non-compliance relating to the General Data Protection Regulations due to come into force in May 2018
 - Details of the average risk score for the Register, from the 'zero-based' review undertaken in 2013 were detailed. There was a slight variance in the average concern rating which was directly attributable to the removal of risk 4103 and the addition of risk 4154 and 4170 allied to changes to risk 3029 as detailed above
- The significant/red risks and new and emerging risks and the risk mitigating actions.
- Other significant changes to the Strategic Risk Register

A further review of the Register was now programmed with other governance related reports such as those relating to Corporate Finance and Performance Management in order for the Cabinet to receive and consider governance related reports as a broad suite of documents.

The report and Register indicated how assurance against significant risks was being managed appropriately and Appendices to the report provided details of:

- The background to the Strategic Risk Register
- The consideration of the current expression of the Risk
- The consideration of links between Corporate Priorities, Outcomes and Risks
- The consideration of the level of 'Concern' for each Risk
- The consideration regarding existing Risk Mitigation Actions as well as consideration of any new Risk Mitigation Actions
- The consideration of Future Council Activity
- The 'direction of travel' trends
- The risks that had been completed
- A copy of the full Strategic Risk Register

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

- Risk 4170 (Glassworks Project etc.) - there was a detailed discussion in relation to this risk and to the wording thereof within the register. It was noted that whilst there were robust arrangements and contingency funds in place, this did not take away the risks associated with a scheme of this magnitude. It was noted that whilst costs had increased these were measured and monitored. It was stressed that there was a much more detailed operational Risk Register for this project, the Strategic Risk Register dealt more with the governance and control of the programme. It was noted that meetings were held as required to monitor this risk and further meetings were also planned between Internal Audit and the Service Director Finance. It was also suggested that, if appropriate, a further report be submitted later in the year detailing the progress of the project and any concerns arising
- Risk 3543 (Failure to ensure the adequate supply of land for housing and commercial growth).
 - In response to questioning, the Executive Director Core Services gave an update on the current position with regard to the progress of the Local Plan.
 - Appropriate amendments were to be made to the Plan with the expectation that it would be formally approved by spring 2019 at the latest.
 - In terms of assurance, the Executive Director Core Services commented that the Authority was following all the appropriate procedures required of it and that the Plan would be amended and approved as appropriate as and when all the required protocols and procedures had been completed
 - Arising out of this discussion it was suggested that the Head of Planning Policy and Building Control be invited to a future meeting to address the Committee on the current position with regard to this risk, the mitigations in place and the position with regard to the final approval of the Local Plan. In response to further questioning the Head of Internal Audit and Corporate Anti-Fraud commented that Internal Audit had never undertaken an audit of this particular issue as it did not feather high enough on the risk profile to warrant a review

RESOLVED

- (i) that the report on the outcome of the recent review of the Strategic risk Register in relation to the management, challenge and development of the Register be noted and the Committee continue to receive periodic updates as to the progress of the actions taken and their impact on the Strategic Risk Register; and
- (ii) That the report be referred to Cabinet on the 16th May, 2018 for consideration.

72. HEALTH, SAFETY AND EMERGENCY RESILIENCE BRIEFING

The Committee received the mid-year Health, Safety and Emergency Resilience briefing detailing the data for the 9 months as at 1st January, 2018.

The briefing, which was presented by Mr S Dobby (Head of Corporate Health, Safety and Emergency Resilience) outlined:

- The introduction from 5th February, 2018 of the Ionising Radiation Regulations 2018. This applied to secondary schools and the use of radioactive substances in science
- The provisional overview of accidents and incidents in relation to the Reporting of injuries, Diseases and Dangerous Occurrences Regulations 2013 (RIDDOR) reported by category and by Department/School
- The quarter 3 performance statistics against corporate health and safety indicators with comparisons to the previous quarter, to actuals for 2016/17 and to the targets for 2017/18
- The statistical data for the fourth quarter would be available from Monday 23rd April, 2018 and a full year report would be provided later in the year

In the ensuing discussion, the following matters were raised:

- It was noted that only Penistone Grammar school used radioactive substances in science lessons which were largely attributable to the 6th form
- It was suggested that it would be useful to have comparators for previous years in relation to the RIDDOR statistics
- There had been 515 days lost due to RIDDOR reportable accidents compared to 323 in the previous year. This was largely because there had been 'complications' following accidents rather than an increase in the number of accidents
- the Head of Service outlined the action taken following the report of an accident. There were no particular 'hot spots' although it was noted that schools had the largest number of reportable accidents
- it was pleasing to note that all corporate health and safety indicators were at 100% with the exception of Performance Indicator HS3 (Percentage of accidents where a risk assessment was recorded as being completed for the activity prior to the accident) – this was, however, an improvement from quarter 2 but regrettably fell just short of the target for the year

RESOLVED

- (i) that Mr Dobby (Head of Corporate Health, Safety and Emergency Resilience) be thanked for attending the meeting and for answering Members questions the report be received; and
- (ii) that the report be received.

73. GENERAL DATA PROTECTION REGULATION PROGRAMME - UPDATE

The Data Protection officer submitted a report providing an update of the progress made being towards meeting the requirements of the General Data Protection Regulations 2018 (GDPR) which came into force on the 25th May, 2018.

The report provided information on the background to the General Data Protection Regulations, the implications for the Council and the considerable work that had been undertaken by the Information Governance Team over the last 18 months in preparation particularly in relation to 7 broad work streams, process mapping and involvement of each individual Business Unit.

Reference was also made to:

- The implications in relation to the rights of individuals
- accountability and governance
- meetings held with communications to agree the approach and timelines required for publication of GDPR related information
- the development and amendment of Council policies
- training and awareness sessions organised
- the decision that the Data Protection Officer provide a service for Parish Councils in the Borough and for the South Yorkshire Pensions Authority. In addition, schools had been asked if they wished to consider purchasing the service from the Council
- it was proposed that an update report be submitted two or three times a year and that Internal Audit undertake regular audits as this would give the Committee greater assurance around compliance.

An updated Programme Plan was appended to the report.

It was reported that the GDPR required the Authority to appoint a person to fulfil the role of the Data Protection officer and this was to be undertaken by the Head of Internal Audit and Corporate Anti-Fraud. A further Appendix to the report provided details of the role and responsibilities of this post. Arrangements were also being made to ensure that appropriate support was available including formalising reporting to this Committee, to the Information management Board, SMT and Cabinet.

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

- work was progressing to ensure that all contracts entered into by the Council were GDPR compliant
- the significant work undertaken in relation to GDPR meant that the authority had reviewed how it handled and stored data
- it was anticipated that in the future there were likely to be challenges (in a similar manner to PPI) about the ways in which personal data was handled and the concern was that this would generate a significant amount of work
- there was a discussion of the ways in which the Authority could assure itself that all partners were complying with these regulations and of the role of the Data Controller in this
- it was not thought that work emanating from Parish Councils would be particularly onerous due to the type of information held by them
- reference was made to the qualifications required to be a DPO and to the fact that the Head of Internal Audit and Corporate Anti-Fraud had completed and passed those qualification requirements
- there was a discussion of the fines that could be levied in the event of a breach. The External Auditor commented on the implications for the Council in terms of contracts and also in relation to a third party breaching the requirements of GDPR. It was accepted, however, that the Authority had taken all necessary action to mitigate against the risks involved.

RESOLVED:

- (i) that the report be received and that the progress made to date to prepare for the GDPR coming into force be noted;
- (ii) that the assurance regarding the actions in place to address key areas in advance of the implementation date of 25th May, 2018 be noted; and
- (iii) that further reports be submitted to future meetings providing information and assurances regarding the Authority's compliance with the GDPR.

74. INFORMATION COMMISSIONERS AUDIT

The IT Service Director submitted a report providing an update of the Information Commissioners Office (ICO) Audit.

As previously reported, the ICO had made significant recognition of the strong leadership and good practice that the Council had embedded. In particular they had cited the excellent online training provision, comprehensive case management system for processing Freedom of Information Act requests and Shortwood had been identified as having a very well established processes for managing paper records. A number of issues had, however, been highlighted for further improvement and a number of recommendations were made for the Council to act upon which were of a medium or low priority.

In relation to the progress of the ICO Action Plan, there were 8 urgent priority, 21 high priority, 57 medium priority and 24 low priority recommendations. The

implementation timetable agreed by the ICO was for all recommendations to be completed by 2020 which was because some were highly complex in nature and the report outlined the progress made to 31st March, 2018.

Whilst it had been anticipated that 48 recommendations would have been completed between December 2017 and March 2018, 33 remained incomplete and 11 were ongoing. The reasons for this were outlined and related to staffing changes and the complexity of the issues involved which meant that the original timescales had been unrealistic. Revised implementation dates had been agreed.

The ICO was due to request the updated action plan around September 2018 and the follow up audit would be a desk based review using the updated action plan and other supporting evidence. The next internal review would be presented to the Information Governance Board on the 8th May, 2018.

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

- In response to specific questioning reference was made to the document retention policy which detailed the timescales for which information could be kept.
- Reference was made to the overall audit opinion for the Council and the reasonable level of assurance in relation to Data Protection Compliance and to Records Management, Training and Awareness and Freedom of Information Act queries. Members of the Committee were reminded that the ICO had largely been complementary of the Councils arrangements and compliance with legislation
- There was a discussion of the potential conflict between the retention/disposal of personal information and the retention of archives for future use

RESOLVED:

- (i) that Ms S Hydon (Head of IT Service Management) be thanked for attending the meeting and for answering Members questions; and
- (ii) that the report be received and the progress made in addressing the issues arising from the ICO audit be noted.

75. INFORMATION GOVERNANCE PERFORMANCE - QUARTER 4 2017/18

The Service Director IT submitted a report providing details of the Council's position in relation to the number of information security breaches and cyber incidents that had been reported and investigated during Quarter 4 of the 2017/18 financial year. The report also gave details within an appendix of the ways in which incidents could be reported.

In summary:

- in relation to Information Security Incidents

- there had been 32 incidents of which 3 involved a third party. After investigation 3 were found to be unsubstantiated and 9 were undergoing further investigation
 - in 2017/18 there had been 157 incidents (including weaknesses) which compared to 119 in the previous year. Of those, 3 had been reported to the Information Commissioners Office (ICO) compared to 4 in 2016/17
 - the report, in categorising incidents by Service and by type, indicated that the most frequently occurring were those disclosed in error – emails sent to the wrong recipient/incorrect recipients copied in/wrong postal addresses etc. Information was also provided about the principles of the Data Protection Act that had been breached together with the potential implications thereof
 - one incident that had been reported to the ICO was still under investigation and details of any recommendations/penalties were awaited. A further report would be submitted in due course
 - A summary of the lessons learned and action taken was provided and it was noted that the Information Governance Board and Service Directors were continuing to support the Information Governance Team with investigations and resolution of incidents
- in relation to Cyber incidents the report gave details of the number of ‘attempts’ and ‘attacks’ by quarter listed by category. It also gave comparisons with quarter 4 from the previous year
 - a 586 incidents had been reported which was a decrease from the previous quarter. Of those
 - 217 had been reviewed and advice given
 - 307 were real phishing emails with the sender being blocked
 - There had been no successful attacks within the quarter which was pleasing to note
 - 62 others had been referred to the security team for advice and had been resolved
 - There had been an increase in the number of phishing emails being received throughout the Council year on year but a drop in quarter 4 compared to quarter 3 which appeared to be a failure to log calls with the Information Security Team. During a recent incident only a few instances of a specific phishing email had been logged but when investigated further, approximately 200 mailboxes had received the email. It was pleasing to note, however, that no-one had clicked on the link within the email so the ‘attack’ had been unsuccessful
 - A new approach to logging phishing and spam email was being investigated which would both hopefully increase the number of reported instances whilst at the same time populating a database within the mail filtering system so that further ‘attacks’ could be stopped
 - A new contract for Cyber Security Defences had been awarded and the various ‘tools’ to prevent cyber-attack would be rolled out in the coming months. In addition, an exercise had been undertaken to ensure that

passwords used to access the Council network were of a satisfactory security level. This was currently ongoing

It was pleasing to report that the Service had a Degree Apprentice who had been invited to the national Employee Student Awards to be held on the 10th May, 2018 which was a fantastic achievement both for the student and for the Council.

In response to questioning the Head of IT Service Management outlined the action her team took in response to the receipt of a suspicious email. The Council also had arrangements in place to inform its Cyber Security Defence provider of the receipt of suspicious emails and in turn, this information was then passed on to other organisations.

RESOLVED:

- (i) that the report be received and Ms S Hydon, IT Service Director be thanked for attending the meeting and for answering Members questions;
- (ii) that Executive Directors and Service Directors be requested to note the potential impact of Information Security and cyber incidents on the Council and the potential for ICO fines and that when such incidents occur, they work together with all Business Units, within the prescribed timescales, and with the Information Governance Team to find a resolution to the issues identified; and
- (iii) that when information security and cyber incidents occur, Executive Directors and Service Directors ensure full and timely reporting and investigation so that lessons are learned and solutions implemented in line with the policy timescales.

76. AUDIT COMMITTEE WORK PLAN 2017/8 AND 2018/19

The Committee received a report providing the indicative work plan for the Committee for its proposed scheduled meetings for the remainder of the 2017/18 municipal year and for 2018/19.

RESOLVED that the core work plan for be approved and reviewed on a regular basis.

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Chair

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MEETING:	General Licensing Regulatory Board
DATE:	Wednesday, 25 April 2018
TIME:	2.00 pm
VENUE:	Reception Room, Barnsley Town Hall

MINUTES

Present

Councillors C. Wraith MBE (Chair), P. Birkinshaw, J. Carr, Cherryholme, Clarke, Frost, S. Green, Hampson, W. Johnson, Markham, Pourali, Richardson, Saunders, Shepherd, Sumner, Tattersall and Wilson

28 Declaration of Interests

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

29 Minutes

The minutes of the meeting held on the 21st February, 2018 were taken as read and signed by the Chair as a correct record.

30 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 continued to proactively embark on a number of licensing enforcement operations and the report gave a summary of the type of work in which they were currently involved.

(a) Driver Theory Test:

- Officers were reviewing the way the Private Hire and Hackney Carriage Theory Test was delivered and how officers could support new applicant through the process. Applicants were currently provided with a copy of the driver and vehicle conditions and advised of the topics they would be tested on following which they were required to attend safeguarding training which would include a presentation regarding driver and vehicle conditions and relevant legislation. The theory test would then be taken
- To assist new drivers, and in accordance with requests by representatives of the Trade, it was proposed that a more extensive learning package be provided which should educate applicants to a higher standard and prepare them for the test and their future career as a driver

(b) Signage on Private Hire Vehicles - As a result of signage on some vehicles being difficult to read, it was proposed that the Condition relating to vehicle signage be amended to include

- 'Private Hire Vehicle Advanced Booking Only' on the front doors of a vehicle. Such signs to be in contrasting colour to the vehicle and be at least 19" x 6" displayed in a prominent position on the front door
- The vehicle operators trade/business name and telephone number only being displayed on the rear doors

- All drivers to be given a period of time to make the changes before enforcement action was taken by officers for non-compliance

(c) Vehicle Testing Criteria:

- Members were reminded that currently all Private Hire and Hackney Carriage Vehicles were required to be MOT's twice a year irrespective of the age of the vehicle.
- It was proposed that vehicles which successfully passed both tests first time would have this test requirement reduced to one test per calendar year and that this remain at that level unless a vehicle failed a subsequent test at which point it would revert to two tests per year.
- In addition, and in response to requests from the Trade, it was proposed that drivers with a history of first time MOT passes be allowed to keep this status when replacing and improving their vehicles

(d) Final Written Warnings

- it was proposed that in future, a review date should be attached to Final Written Warnings so that ongoing consideration could be given as to its relativity at the time.

(e) Shared Databases

- Members were reminded of the information sharing between local authorities which was crucial to the effective enforcement of licensing. Work had commenced in South Yorkshire to create a shared database of applicants who had been refused a licence and this had been picked up by the Local Government Association and the national Anti-Fraud Network who had started work on a national database.
- The national database had been due to 'go live' from the end of April 2018 but had since been delayed and further details would be provided as to its status in the near future.

(f) CCTV in taxis and Private Hire Vehicles:

- Following approval by Cabinet in 2017, work had commenced on the production of a business case for the mandatory introduction of CCTV in all licenced vehicles. In the course of undertaking this work it had been discovered that the Local Government Association was working on the production of guidance on CCTV use for all authorities and, therefore, it had been decided to delay the production of the business case until the national guidance was available
- The production of the national guidance had been delayed whilst the Local Government Association received crucial information from the Information Commissioners Office regarding General Data Protection Regulation issues. The guidance was anticipated to be available in May/June but which also coincided with the proposed date for consultation by the DoT on statutory/best practice guidance on taxi licensing which was also expected to include CCTV in taxis.
- The provision of national guidance would aid the implementation of CCTV in taxis in Barnsley and it was proposed, therefore, that following the issuing of this guidance the mandatory requirement for the installation and use of CCTV be progressed as quickly as possible

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

- Driver Theory Test
 - An assurance was given that the new learning package whilst making it easier to pass (in that applicants would be given details of the items upon which they would be tested such as 'places of interest') it would not lead to a diminution of standards
 - The learning pack would be provided free of charge to applicants. An analysis of the costs involved would be undertaken and, if necessary, fees adjusted to cater for any increased costs
 - It was hoped that the new arrangements would address the current unmet demand for drivers by encouraging new applicants into the trade
- Signage
 - The cost of changing the door signage was not anticipated to be excessive
 - The new signage, if approved, would make Private Hire Vehicles more 'visible' and should assist passengers in recognising vehicles that were properly and lawfully licensed
 - It was suggested that the signage should specify the 'font and point' size as this would encourage uniformity
 - The signage only needed to be displayed when the vehicle was being used as a Private Hire Vehicle (although the vehicle remained licensed at all times) and, therefore, many drivers chose to use magnetic door signs. Discussions were, however, continuing within the Trade as to whether or not these should be permanent
- Vehicle testing
 - In response to specific questioning, information was provided about the legislative and licensing requirement in relation to MOT tests for licensed vehicles and particularly in relation to newly licensed vehicles
 - Arising out of the above, reference was made to the contract requirements and arrangements in place for the outsourced vehicle inspections
 - On Member suggested that the current arrangements should be retained given the high mileage undertaken by some of these vehicles. It was felt that this would ensure that the safety of the public was maintained
 - If a vehicle was found to be defective following a 'spot check' inspection, (event if the vehicle had a valid MOT), the vehicle licence would be suspended until such time as the defects were corrected
- Final Written Warnings
 - In response to questioning, the rationale for the introduction of Final Written Warning reviews was explained. It was suggested that this approach may assist Members when drivers appeared before a Panel particularly if that driver had not reached the review date
 - The date of the review would be determined by Members and would be dependent upon the severity of the contravention of licensing conditions. Provided that the decision of the Panel was reasonable and proportionate, the Council should be free from challenge

- Any drivers found to be contravening licensing conditions who had a Final Written Warning could not have their licence automatically revoked or suspended without the right of appeal/reference to a General Licensing Regulatory Board
- The Final Written Warning would be removed from a Driver's file at the end of the review period
- Shared Database
 - In response to questioning, the Service Director Legal reported on the reasons for the delay to the introduction of the Shared Database and he made specific reference to the General Data Protection Regulations in relation to the storage and use of an individual's information
 - The proposed introduction of this Database was very much welcomed
- CCTV
 - The Authority had welcomed the introduction of CCTV but previously it had been prohibitively expensive but this was no longer the case. It was pleasing to note that some drivers had already got such systems installed

RESOLVED:

- (i) that the Board place on record their thanks and appreciation to the staff within the Licensing Service for their hard work in undertaking enforcement activities and ensuring the continued safety of the travelling public;
- (ii) that the proposals for the introduction of the theory test guidance pack be approved;
- (iii) that the proposals for the changes to the Private Hire Vehicle Licence Conditions in relation to door signage be approved and that such signs in the future be in a uniform font and point size ;
- (iv) that the proposed changes to the Vehicle Testing Criteria be approved;
- (v) that the inclusion of a review date being included on any Final Written Warning be approved and that such dates be determined in the light of the severity of the transgression from Licensing Conditions;
- (vi) that the current position with regard to the Shared Database be noted; and
- (vii) that the current position with regard to the introduction of CCTV in taxis and Private Hire Vehicles be noted and that this be a mandatory requirement to be installed in all vehicles at the earliest opportunity.

31 Structural Changes in Regulatory Services

The Executive Director Place submitted a report informing the Board of proposed structural changes to Regulatory Services to be determined in accordance with delegated functions.

The Regulatory Services function would be split and the responsibility for Food Hygiene, Health and Safety, Trading Standards and Pollution Control would transfer from the Place Directorate to Public Health whilst the responsibility for the Licensing function would transfer to Legal Services within the Core Directorate.

The arrangements were proposed in order to ensure the safe and effective delivery of the three year improvement plan, growth and sustainability strategy and would make the Services more efficient and effective either by improving the synergy of those services or to achieve further efficiencies by economies of scale.

It was noted that the transfer would require a straight 'lift and shift' into the new Business Units and that there would be no changes to the terms and conditions of staff. In addition there were no compulsory redundancies arising from the proposals.

RESOLVED that the report be noted

32 Animal Licensing Activities - Legislative Changes and Implications for the Model Licensing Conditions

The Executive Director Place submitted a report on the introduction from 1st October, 2018 of the Animal Welfare (Licensing of Activities Involving Animals) (England) Regulations 2018 and on the implications for the Model Licensing Conditions for animal licensing approved by the Board in December, 2017.

The report gave details of the types and number of licences issued by the Service, the licensing period involved together with the cost of each individual licence and also provided information about the way in which the service operated and the number of staff involved.

It was noted that any licence issued prior to the introduction of the new legislation would be issued under the current arrangements until the following renewal date.

The Model Licence Conditions were guidance which the Council had adopted as the standard to be achieved and insistence on complying with them, some elements of which may differ from the new draft Regulations, would place an unnecessary burden on local businesses and may cause some of them to close. In view of this, it was proposed to allow businesses to continue to operate in their current format until such time as the new Regulations came into force. It would also support the Council priority of a Thriving and Vibrant Economy by supporting local businesses by applying a pragmatic approach to the interim period between now and the introduction of the Regulations.

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

- It was noted that the Model Licensing Conditions specified sizing requirements however, the new regulations specified that sizing requirements only applied to kennels that were built after the date on which the new regulations came into force. This was an area of particular concern and had been highlighted as such at the meeting held in December, 2017. Arising out of this discussion Members of the Board were informed of the minimum size requirements and of the fact that the dimension of kennels would be appropriate to the size of the animal

- It was not clear whether or not there would be a lead in time to allow businesses to meet the requirements of the new Regulations
- The Service had written to all licensed businesses to inform them of the proposed changes and would ensure that they achieved compliance by the appropriate date

RESOLVED that in the light of the Animal Welfare (Licensing of Activities Involving Animals) (England) Regulations 2018 due to come into force on the 1st October, 2018, in circumstances where Animal Health Officers have confirmed that there are no animal welfare concerns, businesses be allowed to continue to operate as they currently do until such time as they are licensed under the new Regulations.

Chair

MEETING:	Statutory Licensing Regulatory Board
DATE:	Wednesday, 25 April 2018
TIME:	3.00 pm
VENUE:	Reception Room, Barnsley Town Hall

MINUTES

Present

Councillors C. Wraith MBE (Chair), J. Carr, Frost, S. Green, Saunders, Shepherd, Sumner, Tattersall and Wilson

6 Declaration of Interests

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

7 Minutes

The minutes of the meeting held on the 21st February, 2018 were taken as read and sung by the Chair as a correct record.

8 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) Tour De Yorkshire

Barnsley was to host the second leg of the fourth edition of the Tour de Yorkshire on Friday 4th May, 2018. Officers were currently working with all licensed premises along the route giving advice in relation to the requirement of Temporary Events Notices that were required to extend opening hours so that Licensees could make the most of the event.

(b) Best Bar None

The Best Bar None scheme for 2018 was well underway and prizes were to be made in the following categories:

- Best Pub
- Best Late Night Venue
- People's Choice
- Overall Winner

Licensing Officers were working with eligible businesses which had expressed an interest. The winners would be announced at an awards ceremony to be held in conjunction with the Barnsley Chronicle Awards on Friday 13th July, 2018.

(c) Barnsley Live 2018

This event was to be held on Saturday 16th June 2018 and officers were working closely with Town Centre premises. The event would raise money for Creative Recovery and was sponsored by Barnsley College. So far, 18 venues were taking part and would be hosting 144 bands.

The event would start at 12.00 noon with live music from 1.00pm and conclude at 9.00 pm.

It was reported that proactive enforcement action would continue to take place on a regular basis where possible, despite the pressure of staffing issues, as by doing so and by encouraging individuals licensed under the Licensing Act 2003 to accept responsibility for their failures, that the safety of the public could be maintained. An update on staffing in relation to enforcement would be provided at a future meeting.

In the ensuing discussion, the following matters were raised:

In relation to Tour de Yorkshire

- All licensed premises on the route had been visited by officers from the Licensing Service. Some had applied for extended hours and some were providing entertainment. Whilst it had not been made a condition, premises had been advised to use plastic or polycarbonate 'glasses' for drinks taken outside on the day of the event
- In response to questioning the Board was informed of the risk assessments undertaken in relation to drinking outside and the use of plastic type glasses. The same arrangements were in place as they were for large football type events
- It was noted that as part of the Temporary Events Notice arrangements, the Police were informed of any proposals for the extension of hours
- The Licensing Officer reported that she had spoken to the Taxi Marshalls who were to be on duty earlier than usual

In relation to Best Bar None:

- Licensing Enforcement Officers were working closely with all premises involved in this scheme
- It was noted that the Chair of the Board, Councillor C Wraith MBE, was to be involved in the presentation evening

In relation to Barnsley Live 2018:

- It was pleasing to note that this event had been resurrected and it was hoped that it would be as successful as the previous event when no issues of concern had been identified
- It was noted that the event provided a lifeline for the bars and clubs within the Town Centre. It was well supported by locals, brought many from outside the area and gave a good impression of Barnsley
- It was also noted that the organisers were to be invited into the Mayor's Parlour as a way of thanking them for organising the event

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 achieved; and

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

Chair

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NOTES OF GENERAL LICENSING REGULATORY BOARD PANEL

3rd April, 2018

Present: Councillors C Wraith MBE (Chair), Millner and Spence together with Councillor Clarke (Reserve Member).

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

1 Declarations of Interests

Councillor C Wraith MBE declared a non-pecuniary interest in item 4 'Hackney Carriage and Private Hire Driver's Licence – Appeal against Revocation – Mr J C F' as he had been consulted on this item prior to the revocation of the licence.

Councillor C Wraith MBE left the meeting during the discussion and voting on this item.

Councillor Clarke took the Chair for this item.

2 Hackney Carriage and Private Hire Driver's Licence – Determination – Mr N B

The Panel considered a report of the Service Director Culture, Housing and Regulation requesting the determination of the Hackney Carriage and Private Hire Driver's Licence held by Mr N B.

Mr N B was in attendance together with Mr D W (Licensing Consultant) who gave evidence in support of his case.

After considering all the information and representations made the Panel decided that there was sufficient justification to allow Mr N B to retain his Hackney Carriage and Private Hire Driver's Licence subject to:

- Him being required to undertake and pass a Council approved Driver Awareness Course within three months at his own expense
- Any further offences being committed, which results in additional points being added to his DVLA Licence, requiring him to appear before a Panel of the General Licensing Regulatory Board which may result in his Licence being revoked
- The Panel emphasising the importance of the Final Written Warning which was issued to him following his appearance before a General Licensing Regulatory Board Panel meeting held on the 21st July, 2018. The Written Warning being kept on file as to his future conduct

The decision of the Panel was not unanimous.

3 Hackney Carriage and Private Hire Driver's Licence – Application – Mr W 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.

Mr W S 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 and on the following grounds:

- The manner in which he presented himself
- The genuine remorse and shame shown at the offences committed
- The time that has elapsed since the first two offences were committed and the fact that they were committed whilst a juvenile
- The assurance that in relation to the drug offence, he was not intending to cultivate or supply
- The fact that he had previously held a taxi licence for approximately five years and had an unblemished record during that time
- His current employment
- The assurance given that he would strive to have an unblemished record
- The fact that he had proved sufficient extenuating evidence to convince the Panel that he was a fit and proper person to hold such a licence

The decision of the Panel was unanimous.

At this point in the proceedings, Councillor C Wraith MBE, having declared a non-pecuniary interest, left the meeting prior to the commencement of the next item.

Councillor Clarke took the Chair.

4 Hackney Carriage and Private Hire Driver's Licence – Appeal Against Revocation – Mr J C F

The Panel considered a report of the Service Director Culture, Housing and Regulation requesting the Panel to determine an appeal against the immediate revocation of the Hackney Carriage and Private Hire Driver's Licence held by Mr J C F.

Mr J C F was in attendance together with Mr D W (Licensing Consultant) and Mr R T (Secretary of the Hackney Carriage Association) who gave evidence in support of his case.

After considering all the information and representations made the Panel decided that the decision to immediately revoke the Hackney Carriage and Private Hire Driver's Licence on the 9th February, 2018 be upheld and that the appeal against the decision be dismissed on the following grounds:

- The safety of the public – the Panel felt that there was sufficient doubt as to his fitness to hold such a licence particularly in the light of the circumstance of the case
- His previous appearance before a General Licensing Regulatory Board Panel where he was allowed to retain his licence (subject to conditions) and the issuing of a Written Warning all of which should have acted as a deterrent and shown the seriousness of contravening Licensing Conditions. His current action betrayed the trust placed in him when the licence had been determined in October 2017
- The Panel felt that Mr J C F had contravened Paragraph 3.1 of the Council's Guideline Policy for Criminal Convictions and believed he had used a mobile phone whilst in charge of a vehicle and was not, therefore, considered to be a fit and proper person to hold such a licence
- He had presented no extenuating circumstances to warrant a departure from the Council's Guideline Policy for Criminal Convictions and the Licensing Service had presented sufficient evidence to show that he was not a fit and proper person to hold such a licence

The decision of the Panel was unanimous.

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Item 18

APPEALS, AWARDS AND STANDARDS REGULATORY BOARD

(a) School Admission Appeals Panel – 19th March, 2018

Cudworth Churchfield Primary	1 Refused
Wombwell Park Street Primary	1 Refused 1 Withdrawn
Kexborough Primary	1 Refused
Barugh Green Primary	1 Refused
Athersley North Primary	1 Refused 1 Withdrawn

(b) School Admission Appeals Panel – 21st March, 2018

St Helen's Primary	3 Withdrawn
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(c) School Admission Appeals Panel – 17th April, 2018

Athersley North Primary	1 Refused
Worsbrough Bank End Primary	1 Withdrawn

(d) School Admission Appeals Panel – 19th April, 2018

Holy Trinity	2 Refused
Penistone Grammar	3 Allowed 2 Refused

(e) School Admission Appeals Panel – 24th April, 2018

Cudworth Churchfield Primary	1 Allowed
Barugh Green Primary	2 Allowed

(f) School Admission Appeal Panel – 25th April, 2018

Horizon Community College	1 Refused 1 Allowed
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(g) School Admission Appeals Panel – 8th to 10th May, 2018

Horizon Community College	29 Refused 2 Allowed
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(h) School Admission Appeals Panel

Summer Lane Primary	1 Refused
Burton Road Primary	1 Refused
Outwood Primary Academy Littleworth Grange	1 Refused

Other appeals withdrawn prior to the allocation of a date

Darton Primary	1 Withdrawn
Holy Trinity	1 Withdrawn
Summer Lane Primary	1 Withdrawn
Shafton Primary	1 Withdrawn
Burton Road Primary	2 Withdrawn
Outwood Primary Academy Littleworth Grange	1 Withdrawn
Birdwell Primary	1 Withdrawn
Sacred Heart Primary	1 Withdrawn
Horizon Community College	4 Withdrawn

MEETING:	Health and Wellbeing Board
DATE:	Tuesday, 3 April 2018
TIME:	4.00 pm
VENUE:	Reception Room, Barnsley Town Hall

MINUTES

Present

Councillor Sir Stephen Houghton CBE, Leader of the Council (Chair)
 Councillor Margaret Bruff, Cabinet Spokesperson - People (Safeguarding)
 Councillor Jenny Platts, Cabinet Spokesperson - Communities
 Rachel Dickinson, Executive Director People
 Julia Burrows, Director Public Health
 Jayne Hellowell, Head of Locality Commissioning and Healthier Communities
 Lesley Smith, Chief Officer, NHS Barnsley Clinical Commissioning Group
 Emma Wilson, NHS England Area Team
 Dr Richard Jenkins, Chief Executive, Barnsley Hospital NHS Foundation Trust
 Helen Jaggar, Chief Executive, Berneslai Homes
 Sean Rayner, District Director, South West Yorkshire Partnership NHS Foundation Trust

47 Declarations of Pecuniary and Non-Pecuniary Interests

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

48 Minutes of the Board Meeting held on 30th January, 2018 (HWB.03.04.2018/2)

The meeting considered the minutes of the previous meeting held on 30th January, 2018.

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

49 Minutes from the Children and Young People's Trust Executive Group held on 19th January, 2018 (HWB.03.04.2018/3)

The meeting considered the minutes from the Children and Young People's Trust Executive Group held on 19th January, 2018.

RESOLVED that the minutes be received.

50 Minutes from the Safer Barnsley Partnership held on 28th February, 2018 (HWB.03.04.2018/4)

The meeting considered the minutes of the Safer Barnsley Partnership meeting held on 28th February, 2018.

RESOLVED that the minutes be received.

51 Minutes from the Stronger Communities Partnership held on 19th February, 2018 (HWB.03.04.2018/5)

The meeting considered the minutes from the Stronger Communities Partnership held on 19th February, 2018.

RESOLVED that the minutes be received.

52 Minutes from the South Yorkshire and Bassetlaw STP Collaborative Partnership Board held on 12th January, 2018 (HWB.03.04.2018/6)

The meeting considered the minutes from the South Yorkshire and Bassetlaw STP Collaborative Partnership Board meeting held on 12th January, 2018.

RESOLVED that the minutes be received.

53 Public Questions (HWB.03.04.2018/7)

The meeting noted that no public questions had been received for this meeting.

54 Health and Wellbeing Board Performance Update (HWB.03.04.2018/8)

The meeting received a report providing an update on performance and progress against the priorities in the 2016-20 Health and Wellbeing Strategy. The report provided a performance data summary for each priority, identifying areas for improvement and areas of strength. The report identified those activities that were supporting the progress against those priorities, together with those areas where further enquiries were required.

Board members welcomed the progress in developing the performance dashboard but commented on the need for further work to give a sense of how much impact the various actions and activity would have in addressing areas of poor performance and over what timescale. This would help the Board identify those actions that merited further investigation or the realignment of collective effort. Board members also commented on the need to be clear which individual/agency was accountable for delivering the various actions and activity and what contribution other agencies could have to increase the impact. For this purpose, some clarity about the baseline or comparator for the measure was required.

RESOLVED:-

- (i) that the performance report and action plan updates be noted; and
- (ii) that SSDG be requested to give consideration to the issues raised in the report and to identify how these will be reflected in the activity and approach that each agency is progressing to address the concerns and aspirations of local people

55 Director of Public Health's Annual Report 2017 (HWB.03.04.2018/9)

The meeting considered a report providing details of the Director of Public Health's Annual Report for 2017. The report had been produced by asking residents to complete a short diary about their physical and mental health on 7th November, 2017 and what may have made it better or worse. The report had the sub-title "A Day in

the Life of..." and diary entries identified five themes: importance of being resilient; the importance of our connections with others; importance of five ways to wellbeing; the importance of sleep; and the importance of work.

The meeting noted the importance that the Board's priorities for actions and activity were linked to the themes identified in the Director's report if this was to have any resonance with local people. Whilst this could not drive all activity, it was important to understand the way that people felt in relation to their physical and mental health, particularly where health improvements relied upon behavioural change.

RESOLVED:-

- (i) that the Director of Public Health's Annual Report for 2017 be received; and
- (ii) that SSDG be requested to give consideration to the issues raised in the report and to identify specific changes to actions, activity and approach that each agency is progressing to take account of the concerns and aspirations of local people.

56 Barnsley Respiratory Assessment and Therapy Service (HWB.03.04.2018/10)

The meeting received a presentation on the establishment of the Barnsley Respiratory Assessment and Therapy Service (BREATHE) seeking to address issues relating to Chronic Obstructive Pulmonary Disease (COPD) and other respiratory illnesses, incidence of which were considerably higher in Barnsley compared to the national rate. The meeting noted the development of a model that provided support in the patient's home, rather than in hospital, and could support clinics based in the locality/GP's surgeries, so significantly reducing the amount of travelling time for patients and their carers.

The meeting noted that smoking was a significant factor in incidence of COPD in Barnsley and directing patients to smoking cessation services would be a key element to the programme. The meeting noted the significant burden which fell on carers for those suffering from respiratory disease and the extent to which, sometimes, the time that patients spent in hospital became respite for the carers. There was a need for the service to ensure that a social care assessment was undertaken, including for the carers, so that these issues could be properly addressed.

RESOLVED that the development of the Barnsley Respiratory Assessment and Therapy Service be welcomed.

57 Excess Winter Deaths (HWB.03.04.2018/11)

The meeting considered a report giving an update on excess winter deaths in Barnsley and setting out proposals for a system wide coordinated action plan to tackle the issue for 2018/19. The action plan included detailed targeted programmes to impact on excess winter deaths, including addressing fuel poverty and protecting vulnerable groups.

The meeting noted the need to link this activity to wider winter planning within the NHS to ensure that the full range of issues were addressed and appropriate

connections made. The meeting noted the proposal to devise a revised action plan for 2018/19 by September and it was suggested that this might be need to be done earlier in the year if it was to have an impact over next winter.

RESOLVED:-

- (i) that the content of the report be noted and the proposed action plan and recommendations be approved; and
- (ii) that the need for the action plan for 2018/19 to be finalised sooner than September 2018 if it was to have an impact on excess winter deaths over the next winter be acknowledged.

58 Review of Health and Wellbeing Board Meetings and Development Sessions Schedule 2018/19 (HWB.03.04.2018/12)

The meeting considered a report proposing that two of the Board's scheduled meetings, in August 2018 and February 2019, be scheduled for private development sessions, rather than formal business, in order to allow Board members to give consideration to the development of the Health and Wellbeing arrangements for Barnsley.

RESOLVED:-

- (i) that formal meetings of the Health and Wellbeing Board meetings be held on the scheduled dates of 5th June, 2nd October and 4th December, 2018 and 9th April, 2019, with private development sessions being held on 7th August 2018 and 5th February, 2019; and
- (ii) that SSDG give consideration to suitable topics for discussion at the development sessions, but that this include consideration of the relationship between the Health and Care Together structures and the Health and Wellbeing Board.

Chair

MEETING:	Overview and Scrutiny Committee
DATE:	Wednesday, 28 March 2018
TIME:	2.00 pm
VENUE:	Council Chamber, Barnsley Town Hall

MINUTES

Present

Councillors W. Johnson (Chair), P. Birkinshaw, G. Carr, Charlesworth, Clarke, Clements, Ennis, Frost, Gollick, Daniel Griffin, Hand-Davis, Hayward, Mitchell, Pourali, Tattersall and Unsworth together with co-opted member Ms P. Gould.

63 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.

64 Declarations of Pecuniary and Non-Pecuniary Interest

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

65 Minutes of the Previous Meeting

The minutes of the meeting held on 6th March, 2018 were approved as a true and accurate record.

66 Barnsley Adult Skills and Community Learning Service (ASCL)

The following witnesses were welcomed to the meeting:-

Anne-Marie Holdsworth – Adult Skills, Employability & Community Learning Manager.

Vikki Annetts – Performance Improvement Manager, Adult Skills & Community Learning Service.

Councillor Chris Lamb – Cabinet Support Member, Communities.

The Chair noted that a Task and Finish Group of the Committee had considered the service approximately two years ago, which was led by Councillor Hand-Davis. The report was received by the Committee, and in the ensuing discussion Members asked a number of questions and the following points were raised:

- With regards to working towards a rating of 'Good' by Ofsted, all performance indicators were heading in the right direction with a particular focus on improving teaching and learning, and assessment to ensure a high quality learning experience. New teaching staff were in post and areas of underperformance being addressed with existing staff, consequently it was thought that performance was more consistently good. It was noted that a number of areas were thought to have improved previously, but more recently this improvement could be evidenced securely. Members heard of the implementation of the Quality Improvement Plan which detailed actions down to curriculum areas.

Members also noted the sharing of good practice through regional and national networks to aid improvement.

- Councillors noted the recent interim support and challenge visit by Ofsted, which went well, with feedback provided being in line with the thoughts of officers.
- The Committee discussed how provision ensured the needs of each individual were met. This included a system in place to consider the needs of each learner on entry. Any issues or specific triggers were logged and once sufficient would necessitate an intervention to consider the reasons for this and the support required. In addition it was noted that teaching within the class was differentiated in order that the needs of all learners were met, and this included the needs of adults with learning difficulties.
- Members noted that a more sophisticated software package was being trialled, which would help staff to consider progress in more detail. It was expected that this would be rolled out by September, 2018.
- Members discussed the basis of employment of teaching staff and it was noted that these were permanent with term time hours. All bar 2 were fully qualified with both subject specific and teaching qualifications; those in question had one of these, but would become fully qualified with both aspects within 2 years.
- In relation to British Values, it was noted that their promotion was mandatory by all Further Education (FE) establishments, and much had been completed with staff to ensure they were properly equipped and had the confidence to ensure this was done effectively. Members heard how the service was working with other partners in adult education as part of the Prevent and British Values Group to share good practice.
- The meeting heard how the annual budget for the service was £2.1m from the Education and Skills Funding Agency (ESFA) which rose to £2.3m when fees were added. The service employed approximately 60 staff assisted by around 30 support staff. The average learner experience was 80 hours over 1 year part time. The Committee noted that witnesses were satisfied with the quality of teaching staff, but difficulties with recruiting the quantity required were noted. This was especially true for those with specialities in English and maths, however this mirrored issues nationally.
- The Committee discussed the take up of English for Speakers of Other Languages (ESOL) courses, and it was noted that these were often oversubscribed in community settings as many community projects sought external funds to fully fund the courses for participants.
- Members heard of the overall gender mix, which was approximately 72% females and 28% males, though it was recognised that this balance was reversed for ESOL courses. Members noted that the high proportion reflected the national picture and acknowledged the efforts to encourage more men to take part.
- In relation to those from disadvantaged backgrounds, it was noted that approximately 46% of participants were in receipt of benefits, which is significantly above the national statistic of 14%. In addition it was noted that 23% of learners declared that they had a learning difficulty or disability, which was high compared to national rates.
- Members heard how those most disadvantaged were made aware of the service through networks working in the heart of communities; however it was noted that a prospectus was available for all to access. It was noted

that referrals were received from a number of places such as community safety, troubled families, and area council services; however referrals were not currently made from the criminal justice system.

- The Committee acknowledged that courses such as Health and Safety, First Aid, and Food Safety often provide a starting point for many learners and a gateway to improving English and maths.

RESOLVED:-

- (i) That the witnesses be thanked for their contribution and the report be noted;
- (ii) A link providing further information regarding British Values is provided to the Committee;
- (iii) A breakdown of the data in relation to ESOL learners including numbers and percentages is provided to the Committee;
- (iv) That the Committee receives further reports on progress, including feedback from future inspections

67 Scrutiny Task and Finish Group (TFG) Reports from 2017/18 (Reports for Information)

The Chair introduced the item, referring to the reports from the Task and Finish Groups which had been presented to Cabinet on 21st March, 2018.

Councillor Hand-Davis provided a brief introduction to the report produced as a result of the investigation of Asset Management within the Council. The investigation had looked into the impact of the Grenfell disaster on Barnsley, and it was reported that none of the estate in Barnsley was over 7 stories and no property was clad in the type used at Grenfell. It was noted that Berneslai Homes would consider the outcome of the national enquiry before making any further response.

The investigation also considered Community Asset Transfers (CATs) and the forms these took. Members were inspired by the visits to organisations that were now running assets successfully. However, also noted were the challenges faced by groups in running community assets, with volunteers now legally responsible for matters such as health and safety and employment.

It was noted that a review of the Council's arrangements for Employer Supported Volunteering would try to encourage the use of the professional skills of officers in assisting community groups.

Members commented on the very interesting presentation on affordable housing and it was noted that this would now be available for all members through an All Member Information Briefing.

Councillor G. Carr introduced the report produced as a result of the investigation into Public Health. The work focused on encouraging residents to take preventative action to ensure a better quality of life. The investigation considered the importance of oral health in children, and had recommended that a Member take part in the Oral Health Improvement Action Group. It was agreed that the details of this be circulated to Members with anyone interested to contact the Scrutiny Officer.

Members commented on the health disparities within the borough. Also noted was the impact of regeneration on improving the economy and the link between work and improving health.

The Committee discussed the work of the Area Councils and Ward Alliances in contributing to improving health, including improving oral health, but the challenges in changing behaviour were also noted.

Councillor Charlesworth provided an overview of the work of the Task and Finish Group considering community engagement, part of which had resulted in the changing of the name of the 'Barnsley Deal'. Thanks were given to all Councillors that had taken part, and the recognition given to Members in their role in the community. The recommendation, within the report, for Members to be made aware of all consultations taking place was endorsed by all, and the Committee noted the role of Ward Alliances in engaging the community.

RESOLVED:-

- (i) That thanks be given to each of the Task and Finish Group lead Members in taking forward their respective investigation, and to all Members taking part in the groups;
- (ii) That the reports of the Task and Finish Groups on Assets, Public Health, and Community Engagement be received and their contents noted;
- (iii) That details of the Oral Health Improvement Action Group be circulated and Members interested in sitting on the group notify the Scrutiny Officer.

MEETING:	Overview and Scrutiny Committee
DATE:	Tuesday, 24 April 2018
TIME:	2.00 pm
VENUE:	Council Chamber, Barnsley Town Hall

MINUTES

Present

Councillors W. Johnson (Chair), P. Birkinshaw, G. Carr, Clements, Ennis, Frost, Hampson, Hayward, Lofts, Makinson, Mitchell, Pourali, Sheard, Tattersall, Williams and Wilson, together with co-opted member Mr J. Winter

68 Apologies for Absence - Parent Governor Representatives

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

69 Declarations of Pecuniary and Non-Pecuniary Interest

Councillor G. Carr declared a non-pecuniary interest in relation to Item 73 as a trustee of Disability Information Advice Line (DIAL).

Councillor G. Carr, Tattersall and Wilson declared non-pecuniary interests in Item 75 as Members of the Corporate Parenting Panel.

Councillor Lofts declared a non-pecuniary interest in Item 75 as a Member of the Adoption Panel.

70 Minutes of the Previous Meeting

The minutes of the meeting held on 28th March were approved as a true and accurate record.

The Chair reported that Councillor Joe Hayward had agreed to serve as the Committee's representative on the Oral Health Improvement Action Group.

71 Adult Social Care Local Account 2016/16

The following witnesses were welcomed to the meeting, for this item and the following two items:

- Rachel Dickinson, Executive Director - People
- Lennie Sahota, Service Director - Adult Social Care & Health
- Sharon Graham, Head of Service - Joint Commissioning
- Jane Wood, Head of Service - Assessment & Care Management
- Claire Edgar, Head of Service - Mental Health & Disability
- Councillor Margaret Bruff, Cabinet Spokesperson for People (Safeguarding)

The report was introduced by the Service Director, Adult Social Care & Health, who informed the Committee that the report provided information of the performance of

Adult Social Care during 2016/17, including comparisons of performance against national averages and statistical neighbours. The Executive Director (People) commented that the report highlighted that there were many areas of good performance for the service, although there were still areas for improvement. The Committee discussed the report and the following issues were raised:

- The proposed budget savings for 2017/18 of £1.2m had been achieved. While the specific saving in relation to double-handed care had not been delivered, over-achievement of savings in other areas had compensated for this.
- Addressing social isolation was a key issue. Assessment of this was included as part of the annual review of service users and as part of all assessments in line with the Care Act 2014. It was noted that Area Councils and Ward Alliances had done good work in this area, which should continue to be supported. The Committee commented that best practice delivered by Area Councils and Ward Alliances should be shared across the Borough. The Committee also enquired what the Council did to share and discover best practice across the region, and was informed that the Yorkshire and Humber Adult Social Care Directors Group was proactive in sharing best practice in the region. The Committee also noted that the Live Well Barnsley website was an excellent resource to help to reduce social isolation.
- The KPI regarding the proportion of older people who received reablement or rehabilitation services after discharge from hospital was rated as red in the report, below the average nationally and for statistical neighbours. It was explained that part of the reason for this was that the data collection currently only captured the performance of Council-run reablement or rehabilitation services; further work needed to be completed to allow the full picture in relation to this to be reported in future. Members noted that the KPI for older people who were still at home 91 days after discharge from hospital into these reablement or rehabilitee services was above the national and statistical neighbour averages, so it appeared that the work being done in this area was of good quality.
- Further information was provided regarding the proposals to develop extra care housing schemes as an alternative to residential care, and supporting adults with learning disabilities and mental health conditions into paid employment. In relation to the latter, the Committee was informed that additional investment had been agreed by SMT earlier in the week. The Committee requested information regarding the Council's performance in terms of employing adults with learning disabilities or mental health conditions and was advised that this information was not available at the meeting, but could be provided following the meeting.
- The Committee was assured that there was an adequate amount of care provision within the Borough, a position which had been improved following the completion of a recent procurement exercise which had delivered an additional provider for adults with mental health conditions.
- An all-Member briefing had been arranged for 24th May 2018 to allow Members to discuss the Accountable Care System and the Barnsley Clinical Commissioning Group in relation to this.

- The Committee was informed of the recent work which had been completed to quantify the average cost of care home provision in the Borough, as part of the fee proposals for the next three years. Work had also been completed to strengthen the contract monitoring of care homes, which had assisted with work with homes to increase the quality of provision.

RESOLVED – That:

- i) the witnesses be thanked for their contribution;
- ii) the report be noted; and
- iii) information be provided to Members regarding the Council's performance in employing people with learning disabilities or mental health conditions.

72 Support to Live at Home (STLAH) and Adult Community Support & Enablement Service (ACSES)

The Committee considered a report which provided an update on the current arrangements for the delivery of care and support services to service users living in their own home. Members asked a number of questions regarding the report and the following issues were raised:

- The Committee suggested that it would be beneficial for a Frequently Asked Questions booklet to be provided for service users and/or their families, including information of services available. The Committee suggested that this would be useful as, while this information was available online, service users weren't always computer literate. The Committee was informed that this would be considered, but relevant information was provided to individuals as part of their care plan. In addition, contact details for the customer access team were provided to all service users. This team was able to signpost service users to relevant services.
- The thresholds for the provisions of social care support to individuals had not changed as part of the recent procurement exercise, as this was governed by eligibility criteria set out in the Care Act. However, the process for assessing the required level of support (standard, complex or specialist) had been made clearer.
- To the protection of service users who were unable to manage their own finances, the Council operated a supported managed account system, whereby the service users could make the decisions about the care which they wanted (with the help of a personal co-ordinator), but payment for that care was made through the supported managed account.
- A significant amount of support had been provided by the Commissioning, Contracts and Brokerage Teams to frontline social workers where changes to care packages were required as a result of provider changes. This had enabled social workers to continue to focus on direct contact with service users in the community and had ensured an appropriate caseload and workload.
- The Committee noted that the Keresforth Day Centre had recently been closed and service users, some of whom were profoundly disabled, now needed to travel

to other areas to receive services. It was explained that SWYFT, who had previously operated the majority of services at the site, had decided that the site was not required for their purposes. That had left only the Day Centre at the site, which had not been viable to operate in those circumstances, particularly due to issues relating to the safety of the building. However, it was intended to use other available buildings within the Borough to continue providing services for people with profound disabilities similar to those which had been provided at Keresforth. Further information regarding this would be provided to the Committee.

RESOLVED – That:

- i) the witnesses be thanked;
- ii) the report be noted;
- iii) further information be provided to the Committee regarding day service provision in Barnsley for people with profound disabilities.

73 Financial Contributions Policy for Adult Social Care

The Committee considered a report which provided information in relation to recent changes to the Council's Financial Contributions Policy (previously known as the Fairer Charging Policy) for Adult Social Care Services. Members asked questions regarding the report and the following issues were raised:

- Although the exact cost of the maximum brokerage fee for people not eligible for financial support was not available at the meeting, it was thought to be in the region of £120 for the standard service or £200 for the complex service. The exact cost could be provided to Members following the meeting. This fee allowed for a support broker to work with the individual in question to arrange a provider, arrange a personal care plan, review their care plan and deal with any queries.
- The removal of the cap had previously been estimated to affect c.95 service users, but was now thought to affect c.135 service users. It was explained that this was solely due to the changing circumstances of service users, rather than any change in the application of the policy which had previously been discussed by the Committee. The Committee was informed that the efficiency saving target of £400k had been achieved and the new policy was fairer than the former policy.
- The research project with Disability Information Advice Line (DIAL) to evaluate the impact of budget reductions and service redesign on disabled people in Barnsley was still ongoing. The project would also evaluate the extent to which the impact could have been predicted.

RESOLVED – That:

- i) the witnesses be thanked for their attendance;
- ii) the report be noted; and
- iii) the Committee be provided with further information regarding the maximum brokerage fees.

At the conclusion of this item, the Chair noted that this was John Winter's last meeting as a Co-opted Member of the Committee. The Chair extended the Committee's thanks to Mr Winter for his work with the Committee.

74 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>
75	Paragraph 2

75 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, which provided information for performance in March 2018 and for the full year for 2017-18. Ms John-Ross noted that performance for the year had been extremely positive, with improvement in nearly every area. Members asked questions regarding the following issues:

- The percentage of care leavers in suitable accommodation and in education, employment or training, and how these percentages changed as care leavers aged from 18 to 21.
- The resourcing impact of the Children Social Work Act, which required local authorities to be in contact with care leavers until they were 25 (rather than 21) without significant additional funding being provided. Information of how this funding had been calculated could be provided to the Committee.
- The performance and work being done to make improvements against the following KPIs:
 - the number of children becoming subject to a Child Protection Plan
 - the rate of referrals per 10,000 people aged under 18.
- The challenges presented due to the number of children placed into private care within Barnsley from outside the Borough.

RESOLVED That:

- i) the witnesses be thanked for their attendance and contribution;
- ii) the report be noted; and

- iii) information be provided to the Committee regarding how the additional funding had been calculated for the new duty for authorities to remain in contact with care leavers up to the age of 25.

MEETING:	Central Area Council
DATE:	Monday, 12 March 2018
TIME:	2.00 pm
VENUE:	Reception Room, Barnsley Town Hall

MINUTES

Present

Councillors Riggs (Chair), D. Birkinshaw,
P. Birkinshaw, Clarke, K. Dyson, M. Dyson,
W. Johnson, Mathers, Pourali and Williams,

30. Declaration of Pecuniary and Non-Pecuniary Interests

Councillor Williams declared a non-pecuniary interest in minute number 33 in relation to his membership of the YMCA.

31. Minutes of the Previous Meeting of Central Area Council held on 8th January, 2018 (Cen.12.03.2018/2)

The minutes from the previous meeting of Central Area Council held on 8th January, 2018 were received.

Members heard how a very productive workshop had been held to consider the issue of flytipping, where a number of ideas had been discussed. It was noted that this was scheduled for consideration at the next meeting of the Area Council.

Those present were reminded of the celebration event arranged for 15th March, 2018 and it was noted that 230 people had confirmed their attendance.

RESOLVED that the minutes of the Central Area Council held on 8th January, 2018 be approved as a true and correct record.

32. Procurement and financial update (Cen.12.03.2018/3)

The item was briefly introduced by the Chair, before handing to Graham Harris to provide an update on the work of Royal Voluntary Service (RVS). A number of key achievements over the past 6 months were mentioned: 245 service users had engaged with the service; 1,180 home visits had taken place and 160 befriending calls had been made. Over 200 transport solutions had been arranged, and 84 people had been introduced to using new technology. Members heard how 19 new volunteers had been engaged, and 4 more were part way through the volunteer recruitment and induction process.

Within the first 6 months of the contract, 10 users aged 50-60 had been engaged, though this was expected to increase as awareness of the ability of the contractor to engage with this age group improved.

Of the 245 users engaged, 37 were aged 61-70 and 198 were aged over 70. Users were primarily women. It was noted that 30 referrals had been made through My Best Life. The Christmas party held at Priory Campus had been a great success, with 56 hampers distributed and 86 people attending. Members also heard that a

steering group had been convened, with representatives from the Council, My Best Life, volunteers, and service users.

A number of case studies were referred to. These highlighted the demand for the service, the varied support given and the impact on the service users. Members praised the project and the support given to individuals. It was agreed that the Area Council Manager circulates statistics related to the service broken down by ward.

A question was raised as to whether RVS had established any new groups. It was noted that RVS would try to refer to existing groups where possible to ensure their sustainability, but would help to establish new ones if the need arose.

The meeting then discussed the contract with RVS and were supportive of its extension for a further year.

The Area Council Manager then spoke to the report previously circulated. The attention of Members was drawn to the table which gave details of the current situation of every contract.

Members were reminded of their previous decision to extend the contract with Twiggs Grounds Maintenance for a further 6 months, pending the outcome of the review of Neighbourhood Services within the Council. Since this decision, it had become apparent that this would now not be long enough, and therefore it was recommended that this be extended for a further 3 months.

Members were reminded of the previous decision to extend the service level agreement (SLA) to provide enforcement and support, focused on private sector housing in the area. As officers had moved to take up permanent roles within the Council's core service, the extension would no longer be deliverable. It was noted any existing open cases would be dealt with by the core team.

The Central Area Council Manager drew attention to a proposal for a revised SLA with the Safer Neighbourhood Service to provide support and enforcement within private rented sector housing. Building on the success of the previous SLA, this would focus on early intervention with new tenants, supporting them and making them aware of their responsibilities and those of their landlord. It was proposed to employ an officer, and provide finance to compile a pack of accessible information to assist. It was hoped this service would complement the work of the core team and of the forthcoming selective licencing scheme, and that early intervention would reduce more intensive demand later on.

Questions were raised about how areas or households would be identified. Members heard how positive relationships had already been developed with residents and landlords in a number of areas, and this would help to identify new tenants, but that there were also a number of ways in which hotspots could be identified.

A suggestion was made regarding the support and enforcement activity undertaken by Berneslai Homes in relation to their properties, and it was suggested that this could be an area for future consideration by the Area Council.

Members were reminded of the previous decision to extend the Youth Resilience Fund projects in order that they continued to deliver throughout the summer months. Members noted the final cost of this which was £10,676.

The Area Council Manager drew attention to part 8 of the report, and in light of the Ward Alliances within the area allocating their Ward Alliance Fund effectively; Members were asked to consider whether they supported devolving finance from the Area Council to each Ward Alliance for use in 2018/19. All were in support.

The attention of Members was then drawn to appendix 2, which provided an overview of the financial position of the Area Council. It was expected that approximately £76,000 would be carried forward to 2018/19, which together with anticipated income from Fixed Penalty Notices would leave around £600,000 for allocation.

However, when taking into account expenditure planned, an amount of around £113,000 would remain for allocation in 2018/19.

RESOLVED:-

- (i) That thanks be given to Graham Harris for his presentation, and that the Area Council Manager circulates a breakdown of user statistics by ward for the service provided by RVS;**
- (ii) That the overview of Central Area Council's current contracts, contract extensions, and associated timescales, including the update on the Youth Resilience Fund extensions and associated costs be noted;**
- (iii) That the Executive Director Communities be authorised to complete the necessary paperwork in order to waive the necessary paperwork in order to waive the relevant contract procedure rules to extend the Twiggs Clean and Green contract for 3 months, to 31st December, 2018, at an additional cost of £21,250;**
- (iv) That the contract with RVS to 'reduce loneliness and isolation in adults and older people aged 50+' continue for a further year (1st July, 2018 to 30th June, 2019) at a cost of £100,000;**
- (v) In the light of the review of Private Rented Sector Housing Management and Enforcement, a revised Service Level Agreement be agreed for 1 year, with an option to extend for a further year, at a cost of £37,000 per annum, to provide an officer and associated costs;**
- (vi) That, subject to the same budget being available to the Area Council, £10,000 per ward be devolved to each of the Ward Alliance Funds for 2018/19 to be utilised as per previously agreed process;**
- (vii) That the current and projected financial position of the Area Council be noted.**

33. Performance Management Report (Cen.12.03.2018/4)

The Area Council Manager presented a performance management report for quarter 3 of 2017/18.

The attention of Members was drawn to Part A of the report, which provided an overview of the impact of all contracted services since April 2017.

The Area Council Manager then provided a brief update on each of the commissioned services, as detailed in Part B of the report.

With regards to YMCA, 119 sessions had been delivered, with 31 new young people engaged, and 1700 attendances overall. There had been 1 new adult and 12 new young people volunteering within the quarter. It was noted that information relating to age, disability and ethnicity was contained within the report, but caution was expressed regarding its accuracy as people did not always identify themselves within certain categories such as disabled. In addition it was also noted that baseline information was being collected by the service to help evidence the distance travelled by participants.

Attention was drawn to the information relating to the contract with Kingdom Security. Members noted that 152 Fixed Penalty Notices had been issued within the quarter; 146 for littering and 6 for dog fouling. Those present heard of the targeted dog fouling operations conducted around Gordon Street and Worsbrough Mill, and the 'Bin it to Win it' campaign.

Members heard of the contract with Twiggs and their discussions with Voluntary Action Barnsley to enhance opportunities for volunteering. Also noted was the added value work of the team, with approximately 145 additional pieces of work undertaken. Members noted that 10 social action projects had been led by Twiggs, with 31 new adult, and 13 new young people volunteering.

As part of the delivery of the Private Sector Housing SLA 192 properties were visited within the quarter, with approximately 2,400 visited since the inception of the project. Members acknowledged the wide range of issues assisted with through the case studies provided.

With regards to the Private Sector Housing Home Visiting Service, 10 new referrals had been received, with all having received an initial visit. 2 new adult volunteers had been engaged with 5 more having recently completed their training. The Little Monkeys group continued to work well, and additional external funds had been received in order to provide activity packs, which also contained details of other support services, at Christmas.

The Youth Resilience Fund projects continued to perform satisfactorily, with only amber ratings relating to Exodus due to low numbers of young volunteers. However this was likely to be rectified in future quarters. Members noted that numbers often reduced in winter months, especially with detached youth work, due to the weather.

Some concerns were raised around the additionality of the investment from the Area Council, and the difficulties in showing direct correlation between investment and outputs/outcomes at times were noted.

Members heard how the Christmas fayre organised by The Youth Association was very well received, and how the YMCA had been successful in accessing external funds to carry on the work in the Dodworth ward after the summer holidays.

RESOLVED that the report be noted.

34. Notes of the Ward Alliances (Cen.12.03.2018/5)

The meeting received the notes of the meetings of the following Ward Alliances within the Central Area: Central Ward Alliance, held on 24th January, 2018; Dodworth Ward Alliance, held on 21st November, 2017 and 23rd January, 2018; Kingstone Ward Alliance, held on 10th January, and 21st February, 2018; Stairfoot Ward Alliance, held on 11th December, 2017, 8th January, 2018 and 12th February, 2018; and Worsbrough Ward Alliance held on 7th December, 2017 and 24th January, 2018.

With regards to recent discussion at the Dodworth Ward Alliance, Councillor P. Birkinshaw asked whether an update could be provided on the Principal Towns Programme. The Chair and Area Council Manager agreed to make enquiries about this.

Councillor Clarke praised the work of the Community Development Officer for their support of the Worsbrough Ward Alliance, which had recently recruited a number of new members.

Members heard how a Health Event organised by the Kingstone Ward Alliance had been postponed until 9th June, 2018 and would be focused on families. Members were encouraged to forward the details of any groups potentially interested in taking part to Councillor Williams.

Councillor Johnson praised the work of over 45 volunteers, and a number of agencies, taking part in the Great British Clean Up event in the Stairfoot Ward, where over 60 bags of rubbish had been collected.

Members were made aware of the success of the Christmas event in the Dodworth Ward, which was so well received that those involved were already asking for the diary date for the event this year. Praise was given to the Ward Alliance and the businesses involved.

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

35. Report on the Use of Ward Alliance Funds (Cen.12.03.2018/6)

The item was introduced by the Area Council Manager. It was noted that, at the time of publishing the report, the following amounts remained for allocation from each of the Ward Alliance Funds:-

Central Ward Alliance Fund - £1,517.32
Dodworth Ward Alliance Fund - £1,588.30
Kingstone Ward Alliance Fund - £4,877.22
Stairfoot Ward Alliance Fund - £5,472.96
Worsbrough Ward Alliance Fund - £9,785.00

It was noted that most Ward Alliances had been notified of potential applications which were likely to utilise the majority of the finance remaining before the end of the financial year.

RESOLVED that the report be noted.

Chair

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MEETING:	North Area Council
DATE:	Monday, 19 March 2018
TIME:	2.00 pm
VENUE:	Meeting Room 1 - Barnsley Town Hall

MINUTES

Present

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

39 Declarations of Pecuniary and Non-Pecuniary Interests

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

40 Minutes of the North Area Council meeting held on 22nd January 2018

The Area Council received the minutes of the previous meeting held on 22nd January 2018.

RESOLVED that the minutes of the North Area Council meeting held on 22nd January 2018 be approved as a true and correct record.

41 Preventing Social Isolation and Warm Homes Commission including WHF update

Jenny MacPhail, Senior Health Improvement Officer, was welcomed to the meeting and provided the North Area Council with confirmation that Barnsley Council submitted a successful bid for the Warm Homes Fund Round Two. This gives universal provision for the Borough, with a specific point of contact where there are concerns that someone is living in a property which does not have adequate warmth.

It was highlighted that the Darton East Ward has a higher than average excess winter death index than other wards in the Borough and that this has increased steadily since 2006. The reasons for this are unclear.

The North Area Council now has an opportunity to develop a 'reducing social isolation' pilot project with a housing and energy focus. It was felt that the best way to fully define the project would be to set up a workshop in conjunction with Public Health, Social Care, the Research Team and Housing and Energy Officers.

RESOLVED that members of the Health and Wellbeing Priority Group meet for a workshop on 9th April with Housing and Energy and Public Health Officers to fully define the scope and breadth of the project.

42 Performance Management Report - Commissioned Projects & Grants Summary

The Area Council Manager introduced this report and provided Members with an update with regard to how all the North Area Council contracted services contribute

to the achievement of each of the North Area Council's agreed outcomes and social value objectives. A number of case studies were provided.

It was highlighted that Part A of the report reflected information gathered from each contract for the period July to September 2017 and that Part B of the report provided Members with a summary performance management report for each of the contracted services for 2017/18 Quarter 3 (October – December 2017).

Members discussed the merits, challenges and performance of the various providers, including but not limited to:

- Kingdom Security
- Twiggs Ground Maintenance
- CAB and DIAL
- RVS – Looking out for Older People
- Reds in the Community
- Emmanuel Methodist Church
- Homestart – Lifeline Project

RESOLVED that Members note the contents of the Performance Management Report.

43 Commissioning, Project Development and Finance Update

The Area Council Manager introduced this report and provided Members with a financial position and forecast for expenditure based on the projects that have been proposed, highlighting projects with a significant financial commitment, including:

- The Anti-Poverty Community Outreach Project
- The Clean and Green Service
- Housing Migration Officer/Private Sector Housing Officer
- Opportunities for Young People
- Health and Wellbeing

It was reported that following delivery issues with the Community Magazine, the provider has agreed to either recredit the Area Council with £1000 or redeliver the next edition free as an apology (cost of £1837). Members felt that it may be advisable for editions to be sent out after Christmas next time, i.e. in January and July.

RESOLVED that

- (i) The North Area Council note the existing budget position, current financial position and forecasted annual budget commitments, including those based on the decisions that were made at the September and November 2017 meetings.
- (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 update regarding the proposed recruitment of a Young Peoples Participation Worker.

- (iv) The next edition of the Community Magazine be delivered free of charge as compensation for the delivery issues with the last edition.

44 Stronger Communities Grant

The Area Council Manager introduced the report and updated members about the North Area Council Stronger Communities Grant application and allocation process, the outcome of the grant panel meeting and the projects approved for funding, highlighting the performance management and monitoring arrangements for the five successful projects, which are:

- YMCA Youthwork
- DIAL Barnsley – hOurbank
- Ad Astra – Taking Young People Seriously
- Woolley Colliery Miners Welfare Scheme – Tractor Project
- Royal Voluntary Service – Barnsley North Looking Out for Older People

Members were made aware that this year's grant funding was overprescribed, leading to greater scrutiny of the applications in accordance with the scoring criteria. A total of seven applications were received at a value of £124,697 against a total funding allocation of £80,000.

RESOLVED that

- (i) Members note the NAC Stronger Communities Grant update.
- (ii) Members note the projects that have been approved for funding.
- (iii) Members agree the performance and monitoring arrangements for the successful projects.

45 Report of the Ward Alliance Fund

The Area Council Manager updated the North Area Council with regard to the financial position of the Ward Alliance budget for each ward for the 2017/18 period. It was pointed out that due to the current budget position Old Town ward is not eligible for devolved funding from the Area Council during 2018/19

RESOLVED that the report is noted and that each Ward prioritises the efficient expenditure of the Ward Alliance Funds for 2017/18 in line with the guidance on spend.

46 Notes from the Area's Ward Alliances

The meeting received the notes from the Darton East Ward Alliance held on 9th January 2018; Darton West Ward Alliance held on 11th December 2017, 22nd January 2018 and 5th February 2018; Old Town Ward Alliance held on 10th January and 7th February 2018; and St Helen's Ward Alliance held on 7th December 2017.

Darton East – as printed

Darton West – The ‘Stars of Darton’ event took place on 9th March and was a great success, attended by around 150 people. The planters are now in situ and residents are taking ownership of their upkeep. Letters have gone out to local businesses to determine if they are willing to sponsor hanging baskets. Some have responded positively and it is hoped that something similar could be done for provision of Christmas lights.

Old Town – as printed

St. Helens – It was reported that all three Christmas events were well attended and thanks were expressed to everyone involved, in particular the North Area Team, Ward Alliance Members, local schools and Ad Astra. The spring bulbs have now been planted and the arrival of the hanging baskets is eagerly anticipated. The Annual Gala is planned for 24th July.

RESOLVED that the notes of the respective Ward Alliances be noted.

Chair

MEETING:	North East Area Council
DATE:	Thursday, 29 March 2018
TIME:	2.00 pm
VENUE:	Meeting Room 1 - Barnsley Town Hall

MINUTES

Present

Councillors Hayward (Chair), Cheetham, Clements, S. Green, Hampson, Higginbottom, Houghton CBE, Makinson, Richardson and C. Wraith MBE

44 Declarations of Pecuniary and Non-Pecuniary Interests

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

45 Minutes of the Previous Meeting of North East Area Council held on 1st February 2018

The meeting considered the minutes from the previous meeting of the North East Area Council held on 1st February 2018.

RESOLVED that the minutes of the North East Area Council held on 1st February 2018 be approved as a true and correct record.

46 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 throughout January and February 2018. The following updates were noted:-

Cudworth – A new member has been welcomed to the Ward Alliance. The dates for Cudworth Tea in the Park and the Cudworth Proms, which will take place in the Pocket Peace Garden, have been agreed. The Ward Alliance members are considering community projects for the new financial year. It was highlighted that two standard rose trees had been purchased for Cudworth's Pocket Park to commemorate Paul Jolley and Ernest Oliver.

Monk Bretton – The meeting was informed that the Ward Alliance had recently supported Redfearns Football Club and now has a limited amount of money left. Work is ongoing with groups in preparation for applications in the new financial year.

North East – Christine Key of the Barnsley Dementia Alliance had visited to discuss organisational aims to improve the lives of sufferers. It was reported that there is a possibility of someone taking over 'The Dell' and restoring it. ASOS volunteers have been active in Grimethorpe and Milefield Community Farm has been well supported. The wheel at Willowgarth school is now in situ.

Royston – All 4 primary schools took part in the achievement awards and the children visited the Mayor's Parlour. The litter pick in March was cancelled and will now take place on 11th May, with 30 children from Carlton Academy also taking part. The budget has been spent and it has been decided that existing priorities will remain, tied in to NEAC priorities. A busy period is coming up with the Greenspaces community group, events planning group and steering group for S106 funding. There will be a Royston in Bloom entry this year, the park has been transformed and hopefully the skate park will be finished. The initial scope of works to restore the Pavilion is positive. The outstanding success of the DIAL service was highlighted and information from the project will be helpful in future planning. National Grid are working on power lines in the area and have damaged a safe route to school. Remedial work will be carried out to the bridge over the canal.

RESOLVED that the notes from the Ward Alliances be received.

47 North East Area Council Project Performance Report

The 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 Private Sector Housing Management Officer continues to deliver an excellent service in the local community. Contact has been made with 164 different properties in the quarter October to December 2017.
- Enforcement activity and advice around the Carlton Garage area has been particularly effective and no further complaints have been received.
- The Stop Smoking Advisor will commence in post on 23rd April.
- A presentation on the proposed wildlife corridor was praised at a meeting of the Barnsley Biodiversity Group and a training event by the Yorkshire Wildlife Trust, hosted at Bow Street Offices, was well attended.
- The success of the enforcement activity around dog fouling was recognised in the Guardian.

48 Foster Care Report

The Area Council Manager introduced this item and highlighted progress that has been made since the inception of the project in November 2016. The Village Life magazine has proved to be a very powerful tool for promoting fostering alongside other means. It was reported that in 2016 the Fostering Team had received 52 enquiries over a 12 month period. For the period April 2017 to March 2018, this number increased to 146 in total. Of this number, 18 assessments are ongoing whilst an additional 13 households are at the assessment stage. Very positive feedback was received from the Fostering Team and this initiative will be rolled out amongst other area councils.

RESOLVED that Members note the Foster Care report.

49 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 two standard rose trees had been purchased for Cudworth's Pocket Park to commemorate Paul Jolley and Ernest Oliver

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.

50 North East Area Council Finance Report

The North East Area Council Manager introduced this item and outlined the outputs and outcomes from commissioned projects together with the process used to monitor contracts. Priorities for the year 2018-19 were agreed at a meeting of the North East Area Council on 1st February 2018. Members were provided with a list of initiatives proposed to be supported for the next twelve months.

RESOLVED that:

- (i) The initiatives listed continue to be funded, and
- (ii) A small steering group be established comprising of the four Ward Alliance chairs to look at the NEAC data for the priorities listed to inform future spending initiatives.

Chair

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MEETING:	Penistone Area Council
DATE:	Thursday, 5 April 2018
TIME:	10.00 am
VENUE:	Council Chamber, Penistone Town Hall

MINUTES

Present Councillors Barnard (Chair), David Griffin, Hand-Davis, Millner and Wilson.

40 Declarations of pecuniary and non-pecuniary interests

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

41 Minutes of the Penistone Area Council meeting held on 8th February, 2018 (PAC.05.04.2018/2)

The Area Council received the minutes of the previous meeting held on 8th February, 2018.

The meeting noted that the consultation on the additional housing sites in the villages had now closed, with developers having submitted objections on the basis that further additional sites should be included. There was concern that developers would be emboldened to submit applications in what local Members considered to be inappropriate locations, although it was noted that the conclusion of the Local Plan would make it easier to resist them in planning terms.

Members referred to the proposed Ward Alliance funding application in respect of activity associated with Tour de Yorkshire. Whilst fewer visitor numbers were anticipated in Penistone compared to last year's cycle race, work was being undertaken to make this a successful event and attract large numbers of spectators. Consideration was being given to storage arrangements for banners and other equipment associated with the cycle races, perhaps somewhere in the Paramount Cinema, although there was likely to be a cost associated with this.

RESOLVED that the minutes of the Penistone Area Council meeting on the 8th February, 2018 be approved as a true and correct record.

42 Notes from the Penistone East and West Ward Alliance held on 22nd February, 2018 (PAC.05.04.2018/3)

The meeting received the notes from the Penistone East and West Ward Alliance meeting held on 22nd February, 2018.

The meeting noted that an infographic to explain the achievements of the Ward Alliance has been produced and publicised, and a new Ward Alliance Plan is being developed for consideration at the next Ward Alliance meeting.

Members commented on progress in developing plans for events to commemorate the 100th Anniversary of the end of World War One, both in Penistone and through the Parish Councils. An application for Ward Alliance funding in respect of these projects was expected to come forward in due course.

RESOLVED that the notes from the Penistone East and West Ward Alliance meeting held on 22nd February, 2018 be received

43 Report on the Use of Ward Alliance Funds (PAC.05.04.2018/4)

The Area Council Manager introduced a report outlining the use of the Ward Alliance Fund during 2017/18 and noting that the full allocation had been spent in the year. It was noted that Ward Alliance funding had been increased by an allocation from the Area Council in 2017/18 and there would be a need to consider in due course whether to make a similar allocation during 2018/19.

The meeting noted that the Penistone Pigeon Defences had not proved particularly successful and other approaches may need to be considered in due course. Twiggs Clean and Tidy contracted service have indicated that they would ensure the cleanliness of the areas affected ahead of specific events to be held in the town centre if sufficient involvement from businesses and volunteers could be secured.

RESOLVED that the report be noted.

44 Performance Update (PAC.05.04.2018/5)

The Area Council Manager introduced a report giving an interim performance update for the Area Council's commissioned work and projects, bearing in mind that the year-end position would be reported to the next meeting in June.

The meeting noted that an underspending was anticipated on both the Bumping Spaces and Penistone youth projects, which would allow the projects to continue for slightly longer. More detail on this would be given in the June report. Members commented on the potential need for future youth project support to focus on activities to divert anti-social behaviour in the market and station areas of Penistone.

Bumping Spaces has enabled individuals to provide valuable peer support to vulnerable individuals in their networks especially during the recent bad weather. The project outcomes were really positive, particularly their ability to network with other organisations. Representatives from the Penistone project would be attending a regional conference in Doncaster to tell their stories. Bumping Spaces is also linked with the emerging Penistone Community Ale House, which is submitting a Ward Alliance application. This project would need to aim to provide more than a public house and could provide a useful community space to support projects such as Bumping Spaces. The Penistone FM open day had limited attendance due to the weather, but there is real interest in the project. Volunteers and trainees have broadcasted to the wider community and made contacts with groups to help promote them through broadcasts. A number of positive stories had been generated by the Age UK work during the bad weather, particularly with contacts through Barnsley Council being referred to the project so that vulnerable older people could be helped during the snow.

The recent wintery weather had resulted in some of the DIAL sessions being postponed. Members noted that there were still high levels of demand for the DIAL project, to support with welfare and disability benefit claims. The Area Council Manager was discussing options with the DIAL project manager and advice worker to

help alleviate waiting times. The outcome of these discussions would be reported to the June meeting.

Members noted that the contract for Penistone Matters magazine was currently out to tender, with the Area Council covering delivery costs only. Further discussions were required with Communications regarding the reach/distribution of the magazine. The next edition was due to be issued in June, so the likely deadline for copy would be sometime in May. It was noted that the information about the Sloppy Slippers project would be a good story to include.

The meeting noted that the Twiggs Clean and Green project continued to perform well, in spite of the weather conditions during the first full quarter of the contract. The meeting noted that Twiggs recently identified a vacancy, and Members queried whether this was in relation to the Penistone contract. The Area Council manager will investigate if this will have any effect for the Penistone contract. The meeting noted that Twiggs continued to work well with community groups, although it was not clear how information about dates of litter picks, for example, were notified to local Councillors or the community more generally.

RESOLVED:-

- (i) that the progress on the Area Council's commissions and projects as identified in the report be noted;
- (ii) that the Area Council Manager liaise with Mark Miller to consider how the Penistone youth project might focus activity to tackle anti-social behaviour; and
- (iii) that the Area Council Manager would discuss the issue of providing information on litter picks and whether progress would be affected by current vacancies when she met Twiggs at the next contract meeting.

45 Area Council Procurement and Financial Update (PAC.05.04.2018/6)

The Area Council Manager introduced a report giving an update on commissioning and procurement activity in respect of isolated and vulnerable older people service, the Working Together Fund and the Clean and Tidy service. The report also outlined the current financial position and projected this into 2018/19 having regard to the expected forward commitments.

Members noted the allocation of £10,000 by the Area Council to the Penistone East and West Ward Alliance in 2017/18 and that this would affect availability for commissioning other activity if Members were minded to make a similar allocation in 2018/19. The meeting discussed proposals for traffic calming measures, referred at Section 7.2 of the report, and amounting to £15,300 in total to be funded from an available allocation of £52,500. It was noted that Thurgoland Parish Council had indicated a willingness to contribute £1,000 towards the cost of the sign into the village, although the estimate now given was significantly greater than anticipated, due to the additional highways works that would be required. On the wider issue of road safety, Members commented on the contribution that could be made by the South Yorkshire Camera Partnership but that they lacked information on how this operated.

The meeting noted the success of the Working Together Fund and the range of projects supported by it. The 2017/18 underspend of £33,856 would be carried forward into 2018/19. The Working Together Fund Panel was due to consider whether the South Pennine Bus Company should be funded for a further 12 month period, at a maximum cost of £20,000. The Area Council Manager circulated further information on the performance of this service identifying the number of passengers using this service as the basis for Members to take a view on the future of this contract in advance of consideration by the Panel. The meeting also noted comments by the South Yorkshire PTE about the potential impact on commercial services and its long-term sustainability, although it had not followed this up with detailed information.

RESOLVED:-

- (i) that the update on procurement activity be received;
- (ii) that the update on the Working Together Fund and the proposals for the 2018/19 grant process, as outlined at paragraph 4.6 of the report, be noted;
- (iii) that the support expressed by the Area Council for the community transport service to continue for a further year be noted at a cost of up to £20,000, and a further application to the Working Together Fund for this purpose be encouraged;
- (iv) that the Ward Alliance Fund allocation for 2018/19 be noted and further consideration be given to the anticipated demand on this and the Working Together Fund at the Area Council meeting in June;
- (v) that the speed indicator device and the Thurgoland boundary sign proposals be considered for funding contribution via the Penistone East and West Ward Alliance , to be presented as separate project proposals;
- (vi) that, specifically in respect of the Thurgoland boundary signs, the Area Council Manager seek to confirm that Thurgoland Parish Council will still contribute £1,000 to the cost of this and to suggest that the Parish Council should contact local companies to seek a contribution towards the cost by way of sponsorship; and
- (vii) that the financial update including the budget for the 2018/19 financial year as set out at Section 8 of the report be noted.

Chair

MEETING:	South Area Council
DATE:	Friday, 27 April 2018
TIME:	10.00 am
VENUE:	Meeting Room, Wombwell Library

MINUTES

Present Councillors Stowe (Chair), Andrews BEM, Franklin, Markham, Saunders, Shepherd, Sumner and R. Wraith.

45 Declarations of Pecuniary and Non-Pecuniary Interests

Councillors Franklin and Shepherd each declared a non pecuniary interest in minute numbers 49 and 50 in relation to their positions as directors of Forge Community Partnership.

46 Minutes of the Meeting of South Area Council held on 23rd February, 2018 (Sac.27.04.2018/2)

The meeting considered the minutes of South Area Council held on 23rd February, 2018.

RESOLVED that the minutes of the South Area Council held on 23rd February, 2018 be approved as a true and correct record.

47 Notes of the Ward Alliances (Sac.27.04.2018/3)

The meeting received the notes from the following Ward Alliances:- Hoyland Milton and Rockingham held on 7th March; Wombwell held on 15th March; and Darfield Ward Alliance held on 19th March, 2018.

RESOLVED that the notes from the Ward Alliances be received.

48 Report on the Use of Ward Alliance Funds (Sac.27.04.2018/4)

The attention of Members was drawn to the final amount remaining in each of the Ward Alliance Funds at the end of the 2017/18 financial year.

Including carry forward of the remaining balances, the allocations for each Ward Alliance Fund in 2018/19 were as follows: - Hoyland Milton and Rockingham, £20,099.69; Darfield, £11,225.47; and Wombwell, £11,308.04. No finance had been allocated in the 2018/19 financial year.

RESOLVED that the report be noted.

49 Performance Report Q4 (Sac.27.04.2018/5)

The item was introduced by the Area Council Manager. The attention of Members was drawn to information relating to the contract with Kingdom Security for Environmental Enforcement. It was noted that information related to Quarter 4 had been delayed. This was as a result of the contract manager being on leave for 6

weeks, with no alternative contact provided. In addition a number of issues highlighted previously had failed to be acted upon.

Members noted that the payment for the contract had been withheld, and arrangements had been made with regards to breaching the terms of contract.

It was acknowledged that there were no issues with any of the remaining contracts. It was noted that the majority of the contracts were due to expire within 18 months, with no option to extend. Further consideration would be given to this later in the agenda.

RESOLVED that the report be received.

50 Procurement and Financial Update (Sac.27.04.2018/6)

The Area Council Manager spoke to the report previously circulated. Members considered section 3 of the report which highlighted commitments to date.

Section 4 of the report provided a summary of the financial situation of the Area Council. It was noted that this did not currently include income from Fixed Penalty Notices. Information received by the Area Council Manager had suggested that this was significantly reduced.

The attention of Members was drawn to a number of projects which had been put forward by various Councillors within the South Area for funding through the Area Council budget. Also noted were the items for discussion later on the agenda that could lead to a call on finance from the budget. With many of the commissions coming to an end in around 12 months, it was suggested that a workshop be called for Members to discuss the priorities for the area and potential areas for investment in the future.

The background to the Traffic Regulation Order in Hoyland Town Centre was acknowledged and the reasons for its amendment considered. Members noted the anticipated costs of up to £5,000. Those present supported the proposal, with the exception of Cllr Shepherd, who wished to record his abstention.

Members noted the proposal for work around Milton Ponds, which could not be undertaken with volunteers due to the magnitude of the task. Questions were raised regarding the responsibility of the angling club with regards to maintenance, however it was noted that the work was required within certain timescales due to the nesting seasons of birds on the banking.

A further scheme was considered, which entailed remediation work on land which was the responsibility of the parks department. This would alleviate flooding in the area. A number of options were considered, with the preferred option being to solve the issue in the long term.

RESOLVED:-

- (i) That the current financial position be noted;
- (ii) That approval be given to pursue amendments to a Traffic Regulation order in Hoyland Town Centre up to a value of £5,000;

- (iii) That work to cut back the banking at Milton Ponds be approved up to a value of £1,080;
- (iv) That work to alleviate flooding on Sheffield Road, Birdwell be undertaken at a cost of up to £10,980;
- (v) That a workshop be arranged to consider the future priorities for the Area Council and potential areas for investment.

51 Addressing the Demand for Advice Services (Sac.27.04.2018/7)

David Andy from Citizen's Advice Bureau (CAB) was welcomed to the meeting. The background to the advice services being provided in the South Area were noted, with this first established as a joint venture between CAB and Barnsley Council, with the service more recently being wholly delivered by CAB following them being the preferred organisation at the conclusion of a tender exercise.

Members were made aware that a number of targets had been met, and greatly exceeded, such as number of clients seen, and amount of benefit gained. This success had generated a number of issues, including sessions being oversubscribed, with long waiting times with a number of clients unable to be seen. As a result the Area Council had requested for a number of options to be considered to respond to the demand.

The circulated report provided a number of options, which included the provision of additional services, and also the engagement of an apprentice to assist capacity. In addition to the options circulated, Members were also made aware of a further option to provide an additional session per week, provided by a generalist advisor. This was expected to cost £4,972 per year.

Members discussed the value for money of the service, with £12.60 net gain for every £1 invested. This rose to over £28 when undertaken an analysis of the wider social return on investment.

Questions were raised regarding how additional capacity could be provided, and it was noted that CAB were currently in the process of recruiting additional staff.

RESOLVED:-

- (i) That David Andy be thanked for his presentation and providing the options contained within the report;
- (ii) That Members consider the information presented within the presentation, and report circulated, and that a formal decision to address the demand for advice services be taken at the next meeting of the Area Council.

52 Social Isolation (Sac.27.04.2018/8)

Anna Tummon, Health and Wellbeing Officer, was welcomed to the meeting, to present the findings of her research on social isolation in the South Area. Members were reminded of the work recently commenced in the Wombwell Ward by Age UK, which sought to reduce social isolation.

Members were reminded of the difference between social isolation and loneliness, and the impact on health. The research considered who was affected, the barriers to them being engaged, and support required for them to re-engage. The return on

investment in this area was also noted, with Public Health England suggesting £5.96 for every £1 invested.

Though data was limited, it was suggested that approximately 3,640 of the 9,100 residents aged 65+ in 2020 would be living alone and at risk of becoming socially isolated.

Further research was undertaken which included with service users, and professionals. The major issues contributing were found to be: - transport and geography; awareness and information; confidence and reassurance; and technology limiting interaction. For them to engage more easily, the following would make it easier:- increased awareness and advertising; transport; a friendly face. Members noted that there were community and individual factors that resulted in social isolation.

As a result of the research it was suggested that existing assets be utilised, but with efforts to reduce barriers. It was suggested that this would require a targeted and proactive approach. A number of options in order to do so were put forward and discussed, however it was recognised that the Area Council may wish to pause to consider the outcome of the Age UK intervention in the Wombwell area.

With regards to transport, suggestions were made for Ward Alliance applications to give consideration on how those at risk of social isolation could be engaged. Members discussed the difficulties in identifying those most isolated and the need for referrals from agencies they may be in contact with.

It was suggested that a decision on any significant intervention be paused pending the outcome of the work of Age UK in Wombwell, and they be invited to a future meeting of the Area Council to give an update on the project so far. However, in the interim it was thought to be beneficial to further develop a Winter Wellbeing Campaign, which would bring together many priorities to engage and improve the wellbeing of older and socially isolated residents.

RESOLVED:-

- (i) That the Health and Wellbeing Officer be thanked for her attendance and work so far;
- (ii) That Age UK be invited to give a presentation on the preliminary findings of their work in Wombwell after 3-6 months of delivery;
- (iii) That, working with relevant partners, a Winter Wellbeing Campaign be developed to bring together multiple priorities to address the needs of older and socially isolated people, and that this be considered in more detail by a future meeting of the Area Council.

Chair

BARNSLEY 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**

Community Governance Review 2017/8 – Draft Proposals

1. Purpose of report

- 1.1 To present for consideration the draft proposals arising from the Community Governance Review undertaken during 2017/8.

2. Recommendations

- 2.1 That the outcome of the Community Governance Review set out in Appendix 1 be received and the draft proposals as summarised at paragraphs 4.2 and 4.3 be approved for publication;
- 2.2 That comments on the draft proposals be sought over a four week period commencing on 4th June 2018;
- 2.3 That, in the event that no significant comments are received in respect of the proposals, the Executive Director Core Services be authorised to issue an order to implement them with effect from 2nd May 2019.

3. Introduction

- 3.1 Cabinet on 5th April 2017 agreed that a Community Governance Review of the whole borough be undertaken. This was in the context that such a review had never been undertaken for Barnsley and that Government guidance, following the transfer of the review function to principal councils by the Local Government and Public Involvement and Health Act 2007, suggested that this should be done at least every 10 years.
- 3.2 Cabinet approved terms of reference for the review to consider the community governance needs of the whole borough, in particular to secure arrangements that reflect the identities and interests of the communities in the area and is effective and convenient. The terms of reference also identified the need to take into account existing or potential community governance arrangements in addition to those relating to parishes in arriving at its recommendations.
- 3.3 The report noted that recommendations might include establishing new or abolishing existing parish councils, grouping or amalgamating parishes, or changing the names or styling. Recommendations might also consider changing the electoral arrangements or numbers seats on parish council or adjusting boundaries to provide for better representation of local communities.

- 3.3 This report presents draft proposals for consideration by full Council following the conclusion of the Community Governance Review.

4. The Review Process

- 4.1 An initial meeting was held with representatives of each of the 16 Parish and Town Councils and one Parish Meeting in the borough to outline the terms of reference for the review. Parish and Town Councils were then asked to submit comments or proposals for consideration as part of the review. The wider public were also asked for their views on the effectiveness of the current Community Governance arrangements, both in the parished and unparished parts of the borough.
- 4.2 An officer working group was established from representatives of Governance & Member Support, Business Improvement and Intelligence, and Stronger Communities areas of the Council. The group considered the submissions from Parish and Town Councils and the public, together with a range of data that might impact on the effectiveness of Community Governance. This included recent / proposed development, the local demography, and electoral information, as well as an assessment of Parish and Town Councils in relation to the Council's neighbourhood arrangements.

4. Proposal and justification

- 4.1 The report on the outcome of the Community Governance Review is set out at Appendix 1. The overall conclusion is that the current arrangements are effective. However, there are concerns that the number of members on some parish councils in relation to the local electorate results in a difficulty in attracting sufficient candidates when vacancies arise.
- 4.2 As a result, it is proposed that the number of parish councillors be reduced in the following parish councils:
- a) Cawthorne Parish Council – to be reduced from 9 to 7
 - b) Dunford Parish Council - to be reduced from 7 to 5
 - c) Little Houghton Parish Council - to be reduced from 7 to 5
 - d) Tankersley Parish Council - to be reduced from 11 to 9
 - e) Wortley Parish Council - to be reduced from 9 to 5
- 4.3 It is also proposed that Oxspring-Hunshelf parish boundary in the Sheffield Road area of Oxspring be changed to place the whole of the playing field in that area into Oxspring. This was suggested by Oxspring Parish Council and supported by Hunshelf Parish Council, and is shown on the plan at Appendix B to the Community Governance Review report.
- 4.4 With these exceptions, there are no further proposals to change the existing arrangements for Community Governance as they are considered to work effectively. The changes will take effect on 2nd May 2019, the date of the next scheduled Parish / Town Council elections. The proposals will be published and the public given an opportunity to comment over a four week period before an order is issued to implement the changes.

5. Implications for local people / service users

- 5.1 There are no direct implications for service users as there are no significant changes to the Community Governance arrangements proposed by the review.

6. Financial implications

- 6.1 There are no financial implications for the Council arising from this report. If the proposals result in more Parish Council elections, this cost will need to be funded by the Parish Council concerned.

7. Employee implications

- 7.1 None

8. Communications implications

- 8.1 The outcome of the review and the draft proposals will need to be published and any comments considered before the proposals are confirmed.

9. Consultations

- 9.1 Public consultation on the existing Community Governance arrangements has been undertaken as part of the review. Parish and Town Councils have also been consulted. Officers from Governance & Member Support, Business Improvement and Intelligence, and Stronger Communities have been involved in reviewing the comments received and other evidence in preparing the proposals.

10. Appendices

- 10.1 Appendix 1 – Report on the Community Governance Review 2017/8

11. Background papers

- 11.1 Report to Cabinet on 5th April 2017 initiating the Community Governance Review
- 11.2 Government / Local Government Boundary Commission – Guidance on Community Governance Reviews, March 2010

If you would like to inspect background papers for this report, please email governance@barnsley.gov.uk so that appropriate arrangements can be made

Officer Contact: A.C. Frosdick **Date:** 30th April 2018

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Barnsley Metropolitan Borough Council

Community Governance Review – Draft Recommendations

In accordance with Local Government & Public Involvement in
Health Act 2007

February 2018

1. INTRODUCTION

1.1 Purpose

To consider the draft recommendations of the project team and make recommendations to Council.

1.2 Background

Since February 2008 principal councils have had responsibility for undertaking community governance reviews. With the exception of Brierley Town Council, which was abolished following a community vote in July 2015, no petition has been made that would trigger a review.

In April 2017, the Council decided to undertake a review under the provisions of the Local Government and Public Involvement in Health Act 2007, to take decisions about parishes and their electoral arrangements.

The terms of reference defined the purpose:-

- whether or not to establish new parishes, the name of any new or existing parish and the styling (i.e. parish, community, neighbourhood or village) of any new parish;
- the retention, abolition or alteration of the area of the existing parishes; and
- whether or not any new or existing parish should have a parish council (subject to the particular restrictions on recommendations in this area set out in s.94 of the 2007 Act) and the electoral arrangements of any new or existing parish council – including the ordinary year of election, warding and number of councillors.
- Whether or not to introduce any new community governance arrangements other than those relating to parishes and parish council's.
- the grouping (under a common parish council) of parishes.

2. DISCUSSIONS

2.1 Since April the project team have met twice to consider relevant issues, submissions from key stakeholders (set out at Appendix A to this report) and consider draft recommendations.

2.2 Discussions took place around:-

- The relevance of current boundaries arising from developments since 1974 and proposed in the draft local plan
- Demographic/Geographic information about neighbouring parishes
- Proposals for the creation or abolition of parish or town councils
- Relationship with Barnsley Council's own current neighbourhood arrangements (Area Councils)

- The effectiveness of current Parish / Town Councils in representing their communities, particularly in terms of the number of elected members
- Options to improve the effectiveness of representation by merging or grouping of Parish Councils

3. ANALYSIS

Relevance of current boundaries

- 3.1 The review group considered the residential and other developments that had taken place in the parished areas since current boundaries were established in 1974. Whilst noting that this was significant over such a relatively long period, this has been predominantly within settlements, rather than on the periphery or in areas close to the boundary with other parished areas. Similarly, the available demographic information for parished areas does not suggest that any changes to the boundaries are required for this reason. It is not therefore proposed that any boundaries of or between parishes should change.
- 3.2 Comments were received from Oxspring Parish Council that the boundary between it and Hunshelf Parish Council in the area of Sheffield Road, Oxspring is confusing because it cuts diagonally across the playing field in that area. It is therefore proposed that this boundary be adjusted to place the whole of the playing field within Oxspring parish. Hunshelf Parish Council supports this proposal.

Proposals for the creation or abolition of parish or town councils

- 3.3 No proposals for the creation or abolition of parish or town councils were received in response to the consultation undertaken as part of the Community Governance Review. There is therefore no evidence that parished communities consider the current arrangements to be ineffective or irrelevant. Equally, there is no public demand for new parish councils in other areas of the borough that are currently unparished. It is not therefore proposed to create or abolish any parish or town council as part of this review.

Relationship with Barnsley Council's neighbourhood arrangements

- 3.4 Barnsley Council's current neighbourhood arrangements were established in May 2013, with formal Area Council meetings supported by Ward Alliances. Whilst the neighbourhood arrangements prior to this did engage with parish and town councils, the current arrangements provide greater opportunities for this through the Ward Alliances and wider neighbourhood networks.
- 3.5 The Neighbourhood Governance Team has been part of the review group and considers the existing community governance arrangements through parish and town councils to be effective. This is based on the contribution that they

make to the Ward Alliances and activities generated through them, as well as work that the parish and town councils promote themselves in their areas.

Effectiveness of current Parish / Town Councils in representing their communities

- 3.6 The number of elected members on each parish and town council was established in 1974 by the arrangements made under the Local Government Act 1972 and has not changed since that time. The only exception is Penistone Town Council, when some boundary changes and new warding arrangements were in 2007. Parish and town councils must have a minimum of five members, although most have more than this.
- 3.7 As part of the review, consideration was given to the average number of electors represented by each elected member to identify any areas of relative over- or under-representation and the extent to which co-options were relied upon to fill vacancies.
- 3.8 The following table sets out the respective position for each parish and town council regarding average number of electors per elected member:

Parish Council	Number of electors	Number of members	Electorate per member
Billingley	166	5	33
Cawthorne	1012	9	112
Dunford	526	7	75
Great Houghton	1867	11	170
Gunthwaite & Ingbirchworth	569	5	114
High Hoyland Parish Meeting			N/A
Hunshelf	304	5	61
Langsett	181	5	36
Little Houghton	512	7	73
Oxspring	948	7	135
Penistone	9384	15	626
Shafton	2638	9	293
Silkstone	2511	9	279
Stainborough	314	5	63
Tankersley	1300	11	118
Thurgoland	1629	9	181
Wortley	521	9	58
			152

- 3.10 This suggests that, in Cawthorne, Dunford, Little Houghton, Tankersley and Wortley Parish Councils, there is a need to address the over-representation of electors and assist in the filling of vacancies on the Councils. In doing so,

there is a need to acknowledge that any contested elections resulting from this will increase the financial burden on parish and town councils.

Options for the Merger or Grouping of Parish Councils

- 3.11 The effectiveness of representation could in part be addressed by merging or grouping parish councils. This retains the identity of the parished area but can resolve these issues. However, this assumes that those parish or town councils are ineffective in other ways and, from the information set out above, this does not appear to be the case. In practical terms, the nature of the parished areas in the borough does not necessarily lend itself to grouping or mergers, given the distinct, and in most cases unconnected, identity of the communities they serve. Whilst geographically close, parishes are significantly different in a range of demographic characteristics that makes the option of merger or grouping with neighbouring parishes unattractive. For this reason, the merger or grouping of parish councils is not recommended.

4. DRAFT PROPOSALS

- 4.1 Taking account of the analysis set out above, the following proposals arise from the Community Governance Review:
- a) That the number of parish councillors for Cawthorne Parish Council be reduced from 9 to 7
 - b) That the number of parish councillors for Dunford Parish Council be reduced from 7 to 5
 - c) That the number of parish councillors for Little Houghton Parish Council be reduced from 7 to 5
 - d) That the number of parish councillors for Tankersley Parish Council be reduced from 11 to 9
 - e) That the number of parish councillors for Wortley Parish Council be reduced from 9 to 5.

Reason:- The five parishes have a high membership compared to their electorate and a difficulty in attracting candidates for vacant seats.

- f) That the parish boundary in the Sheffield Road area of Oxspring be changed as suggested by Oxspring Parish Council, as shown on the plan at Appendix B. Hunshelf Parish Council agrees with the proposal. It should be noted that the area is a playing field and does not include any houses.

- 4.2 With these exceptions, there are no further proposals to change the existing arrangements for Community Governance as they are considered to work effectively.

5. RECOMMENDATIONS

- 5.1 The Council is recommended to agree the draft proposals in relation to each item under review.

Community governance review 2017

Review of community governance arrangements within Barnsley Borough

Oxspring

The governance arrangements, including the number of councillors is currently satisfactory.

The main thing would be to change the parish boundary, it currently cuts through the middle of Oxspring playfield on Sheffield Road (follows line of an old culvert) however, Oxspring Parish Council owns the playing field land.

At present half of the playing field is currently within Hunshelf Parish, which is not a problem, Hunshelf have always been co-operative, but for example when Oxspring applied for planning permission for a sports pavilion on their field, Hunshelf had to be consulted.

Oxspring is currently nearing the end of completing a Neighbourhood Plan, in which the Neighbourhood Area boundary includes the full playing field (Hunshelf approved to include the whole of the playing field in the area)

Strongly believe that the boundary should be changed (ensuring the Neighbourhood Area boundary matches the Parish Boundary) Hunshelf Parish Council agree to the proposal.

High Hoyland

During 2014-15 an exercise was completed to reduce the obligations of the parish to a minimum, they looked at dissolving the parish of High Hoyland and amalgamation with Cawthorne parish council.

After consultation there was an overwhelming response to retain the parish intact, and not to merge with Cawthorne.

Current parish governance arrangements work well, and it is unnecessary to create/abolish any parishes.

Happy to be a parish meeting and would not want to become a parish council.

Parish boundaries reflect the local communities, however, one anomaly would be Dam Head Cottage is situated in the middle of Bretton Sculpture Park, with the postal address Bretton Hall, West Bretton, WF4 4LG, it may be that the current resident may feel greater affinity with West Bretton than High Hoyland.

Some of the parishes within the borough have recently grown with the construction of new housing estates. Therefore, the balance in some villages may have changed considerably and it may be necessary to increase the number of councillors in these villages so that the representation is fair.

An election is held once a year for the chairperson and publicised throughout the village on notice boards, village pub, electronically on BMBC website.

Silkstone

Believe there is no need to review the number of councillors or the boundaries of Silkstone parish council at this time. There is however, an opportunity for BMBC to become more involved with parish councils and to increase the number of parish councils within the borough.

There is no need to change the number of councillors, nor changes to the parish boundaries, believe any changes may have a negative impact on the work done on behalf of the residents.

Positively advocate the introduction of more parish councils and support the development of neighbourhood plans in the borough. Councillors believe there is real opportunity for parish councils to get better VFM and understanding providing local services.

Additional information - The date of the last contested election was 1991

- Not experienced difficulties in filling vacancies by co-option, until the current vacancy.
- Does not wish to combine with any of neighbouring parish councils.

Do not consider that the parish council needs to increase/decrease the number of councillors or change the parish boundaries. Do not believe should combine with any of its neighbouring parish councils as the parish already surrounds two villages.

Billingley

The last time there was a contested election for all the seats on the council was 2011, since then no issues with regard to co-opting members to the council.

Believe no changes should be made to increase/decrease in the number of members and changing boundaries would not be beneficial. There is no merit of being joined to a neighbouring parish.

Shafton

There has not been a contested election for all seats on the council for over 14 years, and they do not have any problems finding members to be co-opted onto the council.

To increase/decrease the number of members would not be beneficial.

Do not think it is needed to change the boundaries to include or exclude any new developments.

Not agreeable to being grouped with a neighbouring parish to form a larger council, neighbouring parish/town councils have been disbanded.

Gunthwaite & Ingbirchworth

Discussed at parish meeting 31st July

- Quite happy with current arrangements
- Agree no parish council should be abolished
- Feel ward boundaries still accurately reflect local communities.
- Feel 5 parish councillors is consistent ratio to voters (large amount of new properties have been built, so number of residents increased)
- The parish has not had an election for some time, but if a vacancy arises the correct procedure is carried out.

Great Houghton

Following the last parish meeting, members preference would be for the existing arrangements to remain, of the opinion currently works well and should not be changed.

Cawthorne

Currently happy with arrangements regarding parish boundary and the number of councillors, no further comments.

Penistone

Satisfied with the existing boundary and would not suggest any changes.

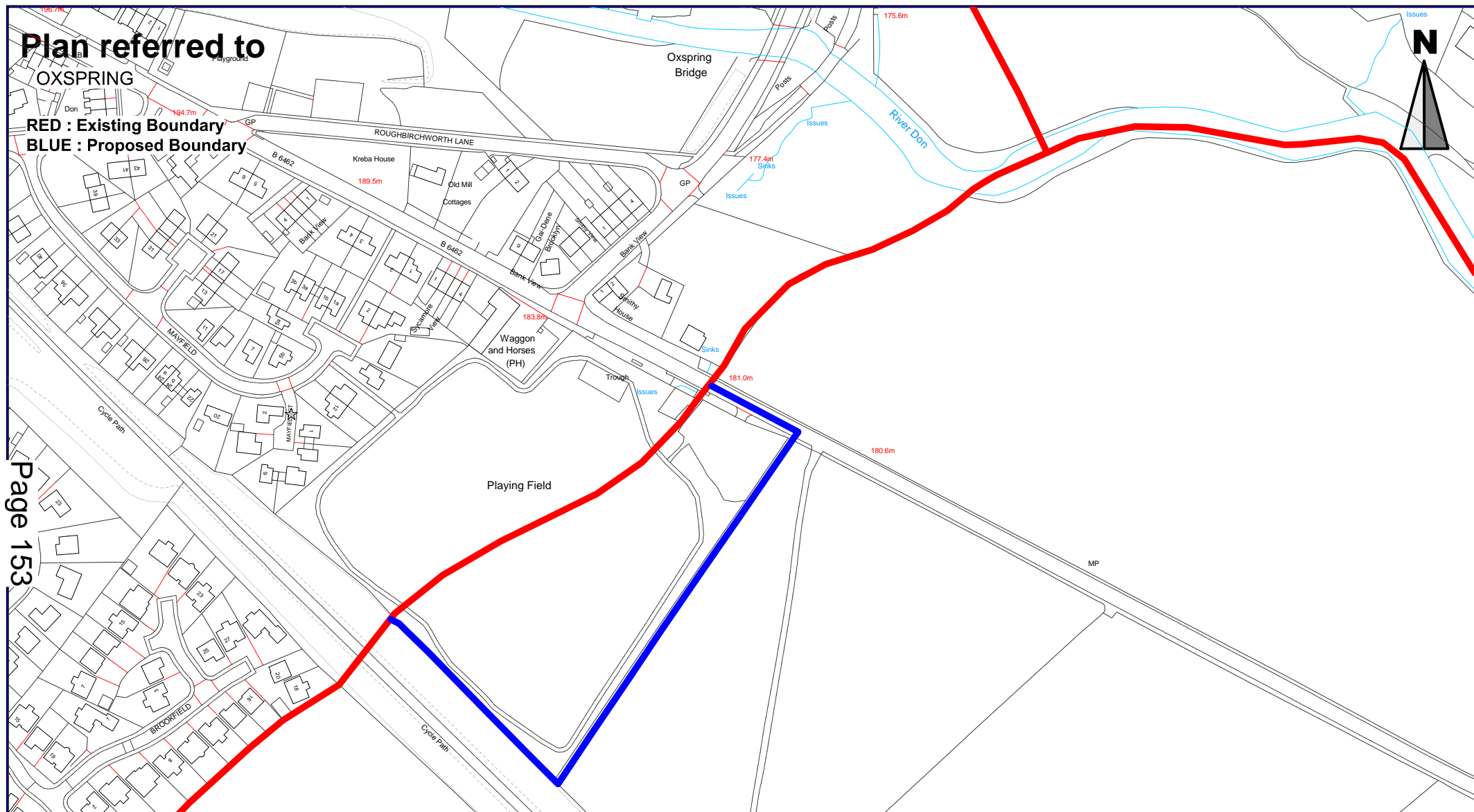
Langsett

No comments, happy with the current situation.

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RED : Existing Boundary
BLUE : Proposed Boundary

RED : Existing Boundary
BLUE : Proposed Boundary



Page 153

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JK2805

Date:	02/05/2018
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02/05/2018

Scale 1: 2,500

Drawing Title :
Existing and proposed Parish Boundaries



Strategic Property and Procurement/Asset Management
PO Box 634, Barnsley, S70 9GG

e-mail: Assetmanagement@barnsley.gov.uk
website: www.barnsley.gov.uk

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MEETING:	Cabinet
DATE:	Wednesday, 21 March 2018
TIME:	10.00 am
VENUE:	Reception Room, Barnsley Town Hall

MINUTES

Present Councillors Andrews BEM (Chair), Bruff, Cheetham, Gardiner, Howard and Platts

Members in Attendance: Councillors G. Carr, Charlesworth, Franklin, Frost, David Griffin, Hand-Davis, W. Johnson, Pourali, Saunders and Sheard

217. Declaration of pecuniary and non-pecuniary interests

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

218. Leader - Call-in of Cabinet decisions

The Leader reported that no decisions from the previous meeting held on 7th March, 2018 had been called in.

219. Minutes of the previous meeting held on 7th March 2018 (Cab.21.3.2018/3)

The minutes of the meeting held on 7th March, 2018 were taken as read and signed by the Chair as a correct record.

220. Decisions of Cabinet Spokespersons (Cab.21.3.2018/4)

There were no Records of Decisions by Cabinet Spokespersons under delegated powers to report.

221. Petitions received under Standing Order 44 (Cab.21.3.2018/5)

It was reported that no petitions had been received under Standing Order 44.

CHAIR, OVERVIEW AND SCRUTINY COMMITTEE

Councillor Wayne Johnson, Chair of the Overview and Scrutiny Committee, attended the meeting to introduce the reports of the Committee's Task and Finish Groups. Councillor Johnson thanked the Members, officers and partnership agencies for their excellent work as part of the Task and Finish Groups.

222. Overview and Scrutiny Committee - Task and Finish Group - Barnsley Council's Asset Management (Cab.21.3.2018/6)

Councillor Paul Hand-Davis attended the meeting to present the Task and Finish Group report regarding Barnsley Council's Asset Management.

The meeting welcomed the proposal for a presentation on the “developers’ view” of the Borough to be presented to the Planning Regulatory Board, but suggested it would be helpful for this to be presented to all Members as part of a Member Briefing.

RESOLVED that the report be received and the Executive Director of Core Services be requested to co-ordinate a response to the recommendations in the report within 28 days.

223. Overview and Scrutiny Committee - Task and Finish Group - Public Health Strategy 2016-18 (Cab.21.3.2018/7)

Councillor Gill Carr attended the meeting to present the Task and Finish Group report regarding the Public Health Strategy for 2016-18.

RESOLVED that the report be received and the Director of Public Health be requested to co-ordinate a response to the recommendations in the report within 28 days.

224. Overview and Scrutiny Committee - Task and Finish Group - Report on the Work of the Community Engagement Steering Group (Cab.21.3.2018/8)

Councillor Gail Charlesworth attended the meeting to present the Task and Finish Group report regarding the work of the Community Engagement Steering Group.

The meeting welcomed the proposals to ensure a greater level of Member awareness of community engagement work.

RESOLVED that the report be received and the Executive Directors of Communities and Core Services be requested to co-ordinate a joint response to the recommendations in the report within 28 days.

Communities Spokesperson

225. Registration Service: Transfer of Position of Proper Officer Following Future Council Restructure (Cab.21.3.2018/9)

RECOMMENDED TO FULL COUNCIL ON 29TH MARCH, 2018:-

- (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.

Place Spokesperson

226. 2018 to 2020 Highways Capital Programme (Cab.21.3.2018/10)

While considering the report relating to the 2018 to 2020 Highways Capital Programme, the meeting thanked the Highways Team for their excellent work in ensuring that the Borough's roads were kept in good condition during the snow during the previous weekend.

RESOLVED:-

- (i) that the reprioritisation of the current approved capital investment programme, as set out in Section 7 of the report now submitted, be approved;
- (ii) that the detailed Highways Capital Programme for 2018/19 and 2019/20 as set out in Appendices 1 and 2 be approved, and that the Service Director Environment and Transport be authorised to implement these schemes;
- (iii) that the Service Director Environment and Transport be authorised, in conjunction with the Cabinet Spokesperson for Place, to vary the programmes within the overall funding envelope;
- (iv) that the Service Director Environment and Transport be authorised to:
 - obtain tenders for any works as necessary, and appoint the successful tenderer on the basis of the most economically advantageous tender;
 - adopt the Highways Maintenance Efficiency Programme (HMEP) principle of collaboration and utilise collaborative procurement to engage external consultants to undertake work which cannot be undertaken in-house or secure the services of contractors or consultants via Regional Alliances where available; and
 - appoint other external consultants and contractors as appropriate, within the current procurement rules; and
- (v) that, in the event that the Maintenance budget and Integrated Transport budget for the 2018/19 and/or 2019/20 is not fully expended, the value of any other works be re-phased between financial years, which allows the flexibility to ensure that the available resources are deployed in the most efficient manner possible, whilst maintaining the continuity of the Highways, Environment and Transport (HET) Service.

227. Jobs and Business Plan Annual Review (Cab.21.3.2018/11)

RESOLVED:-

- (i) that the annual review and performance of the Jobs and Business Plan, as detailed in the report now submitted, be noted;
- (ii) that the detailed budgets for the elements of the scheme for the period 2018/19, as identified in Appendix A of the report, be approved; and

- (iii) that the approved capital programme be amended to reflect the revised spending plans.

228. The Glassworks Operations Office (Cab.21.3.2018/12)

RESOLVED:-

- (i) that the additional funding, as detailed in the report now submitted, to allow works on the Glassworks site to progress on programme be approved; and
- (ii) that a further report on the overall update on costs (Phase 1, Phase 2, Public Realm and Bridge Works) and income, with any subsequent impact on the Council's Medium Term Financial Strategy be submitted to Cabinet in early summer following conclusion of the procurement process for the Phase 2 contractor.

.....
Chair

MEETING:	Cabinet
DATE:	Wednesday, 4 April 2018
TIME:	10.00 am
VENUE:	Reception Room, Barnsley Town Hall

MINUTES

Present Councillors Houghton CBE (Chair), Andrews BEM, Bruff, Cheetham, Gardiner, Howard and Platts

Members in Attendance: Councillors Franklin, Frost, Pourali, Saunders, Sheard and Shepherd

229. Declaration of pecuniary and non-pecuniary interests

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

230. Leader - Call-in of Cabinet decisions

The Leader reported that no decisions from the previous meeting held on 21st March, 2018 had been called in.

231. Minutes of the previous meeting held on 21st March 2018 (Cab.4.4.2018/3)

The minutes of the meeting held on 21st March, 2018 were taken as read and signed by the Chair as a correct record.

232. Decisions of Cabinet Spokespersons (Cab.4.4.2018/4)

The Record of Decisions taken by Cabinet Spokespersons under delegated powers during the weeks ending 16th and 23rd March, 2018 were noted.

233. Petitions received under Standing Order 44 (Cab.4.4.2018/5)

It was reported that no petitions had been received under Standing Order 44.

234. 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>
235	Paragraph 3

Core Services Spokesperson

235. Seasons Keepmoat Housing Development (Phase 2), Thurnscoe (Cab.4.4.2018/8)

RESOLVED:-

- (i) that approval be given to the release of Phase 2 of the Seasons Keepmoat Housing Development site in Thurnscoe for the residential development of 129 new dwellings to Keepmoat Homes under building licence;
- (ii) that the Service Director Assets be authorised to finalise heads of term for a building licence for the release of Phase 2 to Keepmoat Homes; and
- (iii) that the Executive Director Core Services be authorised to complete the Deed of Variation so that development can commence on Phase 2 of the Scheme.

.....
Chair

MEETING:	Cabinet
DATE:	Wednesday, 18 April 2018
TIME:	10.00 am
VENUE:	Reception Room, Barnsley Town Hall

MINUTES

Present Councillors Houghton CBE (Chair), Andrews BEM, Bruff, Cheetham, Gardiner, Miller and Platts

Members in Attendance: Councillors Franklin, Frost, Lamb, Pourali, Saunders and Sheard

236. Declaration of pecuniary and non-pecuniary interests

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

237. Leader - Call-in of Cabinet decisions

The Leader reported that no decisions from the previous meeting held on 4th April, 2018 had been called in.

238. Minutes of the previous meeting held on 4th April, 2018 (Cab.18.4.2018/3)

The minutes of the meeting held on 4th April, 2018 were taken as read and signed by the Chair as a correct record.

239. Decisions of Cabinet Spokespersons (Cab.18.4.2018/4)

There were no Records of Decisions by Cabinet Spokespersons under delegated powers to report.

240. Petitions received under Standing Order 44 (Cab.18.4.2018/5)

It was reported that no petitions had been received under Standing Order 44.

Core Services Spokesperson

241. Asset Management Plan - Planned Maintenance Programme 2018/19 (Cab.18.4.2018/6)

RESOLVED:-

- (i) that the list of schemes identified as priorities for each Service, within the report now submitted, be agreed and that NPS Barnsley Ltd, in conjunction with the Service Director Economic Regeneration, be authorised to place orders for the works;
- (ii) that the Service Director Economic Regeneration be authorised, in conjunction with the relevant Service and the Cabinet Spokesperson responsible for asset management, to vary the programme within the overall financial approval;

- (iii) that, in accordance with Contract Standing Order 10.1(h), Contract Standing Order 3.2(b) be invoked to allow single tenders to be received from the NPS Works Planning and Delivery, subject to these being checked for value for money against previously tendered works, such an exception being justified on the grounds set out in Section 4 of the report; and
- (iv) that, in the event that the planned maintenance budget for 2018-2019 is not fully expended, the value of any committed works be rolled forward in addition to next year's planned maintenance allocations.

People (Safeguarding) Spokesperson

242. Children and Social Work Act (2017): Barnsley Local Offer To Care Leavers (Cab.18.4.2018/7)

RESOLVED that approval be given to the publication of the Borough's Local Offer for Care Leavers as set out in the Appendix to the report now submitted.

.....
Chair

Declarations of Interest contained within the Minute Book

The following Members declared an interest in the minutes indicated:-

<u>Councillor</u>	<u>Minute No.</u>	<u>Subject</u>	<u>Interest</u>
<u>Combined Authority</u>			
Cllr Sir Steve Houghton CBE	12	Combined Authority Capital Programme 2018/19	Non-Pecuniary – Leader of one of the relevant sponsoring Authorities
Cllr Sir Steve Houghton CBE	14	LGF Capital Programme 2017/18	Non-Pecuniary – Leader of one of the relevant sponsoring Authorities
Cllr Sir Steve Houghton CBE	19	Advance Manufacturing Park	Non-Pecuniary – Leader of one of the relevant sponsoring Authorities
<u>Planning Regulatory Board</u>			
Cllrs Leech and Tattersall	112	Planning Application No. 2017/1493 – Erection of 4 no. detached dormer bungalows and 2 no. detached garages, land off Ledbury Road, Athersley South, Barnsley	Non-Pecuniary – Local Ward Members
Cllr Tattersall	123	Planning Application No. 2017/1609 – Erection of 3 pairs of semi-detached houses (6 dwellings), land off Laxton Road, Athersley South, Barnsley	Non-Pecuniary – Local Ward Member
Cllr Leech	123	Planning Application No. 2017/1609 – Erection of 3 pairs of semi-detached houses (6 dwellings), land off Laxton Road, Athersley South, Barnsley	Pecuniary and Non-Pecuniary – Local Ward Member and has an allotment backing on to the development site

<u>Councillor</u>	<u>Minute No.</u>	<u>Subject</u>	<u>Interest</u>
<u>Overview and Scrutiny Committee</u>			
Cllr Carr	73	Financial Contributions Policy for Adult Social Care	Non-Pecuniary – Trustee of Disability Information Advice Line (DIAL)
Cllrs Carr, Tattersall and Wilson	75	Children’s Social Care Reports	Non-Pecuniary – Members of the Corporate Parenting Panel
Cllr Lofts	75	Children’s Social Care Reports	Non-Pecuniary – Member of the Adoption Panel
<u>Central Area Council</u>			
Cllr Williams	33	Performance Management Report insofar as the discussion related to the YMCA	Non-Pecuniary – Member of the YMCA
<u>South Area Council</u>			
Cllrs Franklin and Shepherd	49	Performance Report Quarter 4	Non-Pecuniary – Directors of Forge Community Partnership
Cllrs Franklin and Shepherd	50	Procurement and Financial Update	Non-Pecuniary – Directors of Forge Community Partnership