

# Public Document Pack

<b>MEETING:</b>	Cabinet
<b>DATE:</b>	Wednesday, 18 May 2022
<b>TIME:</b>	10.00 am
<b>VENUE:</b>	Council Chamber, Barnsley Town Hall
<b>PUBLIC WEB LINK:</b>	<a href="https://barnsley.public-i.tv/core/portal/webcasts">https://barnsley.public-i.tv/core/portal/webcasts</a>

## AGENDA

### REGISTER TO ATTEND

**This meeting will be webcast live and will be available to view via the Council's website.**

**Please note that in order to ensure that the meeting complies with current Covid-19 protocols and public health advice, members of the public are asked to pre-register if they wish to attend the meeting in person.**

**Anyone who wishes to attend should email [governance@barnsley.gov.uk](mailto:governance@barnsley.gov.uk) no later than 10.00am on Tuesday, 17 May 2022**

1. Declaration of pecuniary and non-pecuniary interests
2. Leader - Call-in of Cabinet decisions

### Minutes

3. Minutes of the previous meeting held on 20 April 2022 (Cab.18.5.2022/3) *(Pages 5 - 8)*

### Items for Noting

4. Decisions of Cabinet Spokespersons (Cab.18.5.2022/4) *(Pages 9 - 12)*

### Petitions

5. Petitions received under Standing Order 44 (Cab.18.5.2022/5) *(Pages 13 - 18)*

### Items for Decision/Recommendation to Council

#### Children's Spokesperson

6. Local Area Joint Inspection of Services for Children and Young People with Special Educational Needs: Written Statement of Action (Action Plan) (Cab.18.5.2022/6) *(Pages 19 - 58)*

7. Outcomes of the LGA Peer Review of Children's Social Care in the Borough (Cab.18.5.2022/7) *(Pages 59 - 76)*
8. Annual Make Your Mark Results 2022 (Cab.18.5.2022/8) *(Pages 77 - 82)*

**Joint Core Services and Regeneration and Culture Spokespersons**

9. Westgate Plaza and Smart Working (Cab.18.5.2022/9) *(Pages 83 - 92)*

**Environment and Transportation Spokesperson**

10. Unnamed Access Road to Darton Primary School, Darton, Barnsley - Proposed Waiting Restrictions (Cab.18.5.2022/10) *(Pages 93 - 102)*
11. Vehicle Replacements 2022/23 (Cab.18.5.2022/11) *(Pages 103 - 122)*

**Regeneration and Culture Spokesperson**

12. Cultural Development Funding Round 2 – Acceptance of Grant (Cab.18.5.2022/12) *(Pages 123 - 132)*
13. Update of Design of Housing Development Supplementary Planning Document (Cab.18.5.2022/13) *(Pages 133 - 156)*

To: Chair and Members of Cabinet:-

Councillors Houghton CBE (Chair), T. Cave, Gardiner, Howard, Lamb and Platts

Cabinet Support Members:

Councillors Cherryholme, Eastwood, Franklin, Frost, McCarthy and Tattersall

Chair of Overview and Scrutiny Committee

Chair of Audit Committee

Sarah Norman, Chief Executive

Sophie Wales, Interim Executive Director Children's Services

Wendy Lowder, Executive Director Adults and Communities

Shokat Lal, Executive Director Core Services

Julia Burrows, Director Public Health

Neil Copley, Service Director Finance (Section 151 Officer)

Martin McCarthy, Service Director Governance, Member and Business Support (Monitoring Officer)

Michael Potter, Service Director Business Improvement and Communications

Katie Rogers, Head of Communications and Marketing

Anna Marshall, Scrutiny Officer

Paul Castle, Service Director Environment and Transport

Kathy McArdle, Service Director Regeneration and Culture

Jason Field, Head of Legal Services

Corporate Communications and Marketing

Please contact Martin McCarthy on email [governance@barnsley.gov.uk](mailto:governance@barnsley.gov.uk)

Tuesday, 10 May 2022

This page is intentionally left blank

<b>MEETING:</b>	Cabinet
<b>DATE:</b>	Wednesday, 20 April 2022
<b>TIME:</b>	10.00 am
<b>VENUE:</b>	Council Chamber, Barnsley Town Hall

## **MINUTES**

**Present** Councillors Houghton CBE (Chair), Andrews BEM, T. Cave, Cheetham, Gardiner, Howard, Lamb and Platts

**Members in Attendance:** Councillors Eastwood, Franklin, Frost and Tattersall

### **261. Declaration of pecuniary and non-pecuniary interests**

The following elected Members declared a non-pecuniary interest:-

- Councillor Tattersall as a Berneslai Homes Board Member in respect of Minute 266; and
- Councillor Gardiner as a member of the Goldthorpe Town Fund Board in respect of Minute 268.

### **262. Leader - Call-in of Cabinet decisions**

The Leader reported that no decisions from the previous meeting held on 6 April 2022 had been called in.

### **263. Minutes of the previous meeting held on 6 April (Cab.20.4.2022/3)**

The minutes of the meeting held on 6 April 2022 were taken as read and signed by the Chair as a correct record.

### **264. Decisions of Cabinet Spokespersons (Cab.20.4.2022/4)**

There were no Records of Decisions by Cabinet Spokespersons under delegated powers to report.

### **265. Petitions received under Standing Order 44 (Cab.20.4.2022/5)**

It was reported that no petitions had been received under Standing Order 44.

### **266. Social Housing Decarbonisation Fund - Acceptance of Funding (Cab.20.4.2022/6)**

**RESOLVED** that Cabinet:-

1. Approves the acceptance of the Social Housing Decarbonisation Fund allocation of £1,674,132;
2. Authorises delegation to the Executive Director, Place to undertake all necessary steps to launch a competitive tender process and to appoint a

contractor to complete the works under this scheme. To include sign off of all associated legal documentation relating to the grant terms and contract award; and

3. Approves the allocation of £500,000 Disabled Facilities Grant to support the Affordable Warmth programme for an additional 12 months from 1 April 2022 to 31 March 2023.

## **267. Exclusion of 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:-

Item Number 8 – Goldthorpe Towns Fund: Business Case Approvals

Type of Information Likely to be Disclosed - Paragraph 3

## **268. Goldthorpe Towns Fund: Business Case Approvals (Cab.20.4.2022/8)**

**RESOLVED** that Cabinet:-

1. Approves the principles of the individual Towns Fund full business cases, which are aligned to the HM Treasury Five Case Better Business Case mode, to enable the summary of the approved business cases to be submitted to DLUHC as per the Head of Terms issued by DLUHC (formerly MHCLG), noting that subsequent to this report, further detailed cabinet reports for Project D: Housing Regeneration pre-1919 and Project L: Towns Fund Property Investment Fund will be prepared as necessary, as detailed in section 2 of the Cabinet report;

*Members noted that submission of the Business Cases to DLUHC does not legally commit the Council to the final delivery of projects should those projects be found to be unaffordable or no longer feasible.*

2. Authorises the Executive Director, Place, to undertake all necessary steps to secure development and delivery of the Towns Investment Plan including but not limited to public consultation and engagement on the Pre-1919 Housing Strategy as detailed in section 2.7 of the report, noting that this will be subject to a further cabinet report, and approve (insofar as Cabinet is able to do so) the preparation and progress any necessary statutory procedures required to develop and deliver the proposed projects in line with DLUHC guidance.
3. Authorises the Service Director, Regeneration and Culture to:
  - i) seek any necessary planning permissions, (outline or full) required for the delivery of the projects included in the Town Investment Plan, this includes but is not limited to development works for Project G – Community and Cultural Hub and Project H – Heart of Goldthorpe
  - ii) apply for any temporary traffic management orders or any temporary public rights of way closure permissions, noting that the application

process will be progressed separately

- iii) launch the Towns Fund Property Investment Fund project (project L) as outlined in section 2.10 noting that a further report will be provided recommending and seeking approval of the Towns Fund Property Investment Fund preferred investments, costs and outputs;
4. Authorises the Executive Director, Core Services, in consultation with the Executive Director, Place and Service Director, Regeneration and Culture to;
- i) accept the DLUHC Towns Funding up to £23.1M, to contribute towards the delivery of the Towns Investment Plan approved business cases as detailed in Section 4 of this report.

*Members noted that the total value of the Goldthorpe Towns Investment Plan is currently estimated to be £33.5m and that some of the 'match' funding required to support delivery of the totality of that Plan has yet to be secured as highlighted in the 'Financial Implications' section of this report. This will be mitigated by ensuring that schemes taken forward are scaleable to ensure delivery within the funding envelopes that have been secured eliminating any future cost exposure for the Council*

- ii) conclude any necessary approval and funding processes with DLUHC (including negotiate the terms and conditions of, and final approval of the Town Investment Plan project summaries, subsequently releasing this into the capital programme in line with grant funding once approved).
- iii) under the terms of the Barnsley Contract Procedure rules, if necessary, seek tenders for any aspect of the delivery of the Towns Fund projects and appoint the successful tender on the basis of most economically advantageous bid; and to consider whether the works, services or goods can be provided in-house, subject to value for money considerations. (This includes but is not limited to the external appointment of a legal services provider to support the delivery of the Towns Fund Property Investment Fund project (project L) subject to the costs being contained within the approved funding, and the delivery new access/roundabout (project K) to the ES10 employment site).
- iv) In principle, where necessary complete due process and documentation required to make and publish any Compulsory Purchase Order's (CPO) pursuant to relevant legislation, noting that specific details of any identified CPO's in relation to delivering the aims and objectives of the Towns Fund will be subject to further cabinet approval.
- v) where necessary apply for any consents, licence arrangements, prepare details of and publish a Side Roads Order under sections 14 and 125 of the Highways Act 1980 to deal with any required changes to the existing highway network to accommodate any of the projects identified in the Town Investment Plan and to submit the order to the Secretary of State for Transport for confirmation and to take all necessary steps to secure confirmation of the Order including (if necessary) supporting the order at a local public inquiry;

5. Authorises the Corporate Asset Manager to:
  - i) where necessary, to enter into negotiations with any third-party landowner(s) or property owners to acquire any interests or enter into agreements to occupy land not in the ownership of the local authority necessary to deliver the projects identified in the Town Investment Plan, by agreement where possible. Also, to complete any variation to any existing leases on the occupation of land owned by the local authority and where necessary negotiate compensation payments.
  - ii) negotiate the terms and conditions of any development agreements required with relevant parties, including private developer(s) to deliver the Town Investment Plan;
6. Delegates approval of any amendments to the details contained within full business cases that may arise during project delivery, along with the approval of any other full business cases to maximise the Town Deal financial settlement to the Councils Section 151 Officer in consultation with Executive Director, Place, the Towns Deal Board and Council's Capital Oversight Board; and
7. Agrees that the following projects be incorporated into the Council's Capital Programme:
  - Project F - Phoenix Park Visitor Attraction Improvements
  - Project G - Community and Cultural Hub
  - Project H - Heart of Goldthorpe
  - Project K New Access/ Roundabout to ES10

Thus, enabling the above schemes to progress, but strictly within the funding limitations described in the 'Financial and Risk' section of the Cabinet report.

.....  
Chair



**BARNSELY METROPOLITAN BOROUGH COUNCIL**

**CABINET SPOKESPERSONS' DECISIONS**

**Schedule of Decisions taken for week ending 29 April 2022**

<b><u>Cabinet Spokesperson</u></b>	<b><u>Item</u></b>	<b><u>Decisions</u></b>
1. Adults and Communities	Holiday Activity and Food Programme	i) that Cabinet approves the proposed approach to local delivery of the Holiday Activity and Food Programme as set out in the report; and  ii) that Cabinet gives approval to commission providers to issue a one year plus two contracts.
2. Place (Environment and Transportation)	Telematics System Procurement	that a procurement exercise takes place to award and order a three year contract to a telematics supplier with the option for a fourth year at the discretion of the Council.

This page is intentionally left blank

**BARNSELY METROPOLITAN BOROUGH COUNCIL**

**CABINET SPOKESPERSONS' DECISIONS**

**Schedule of Decisions taken for week ending 13 May 2022**

<b><u>Cabinet Spokesperson</u></b>	<b><u>Item</u></b>	<b><u>Decisions</u></b>
1. Leader	Appointment of the Cabinet for 2022/23	<p>(i) that the Cabinet Portfolios be confirmed for the 2022/23 municipal year with effect from Annual Council on 20 May 2022;</p> <p>(ii) that the following members be appointed to the Cabinet for the 2022/23 municipal year with effect from Annual Council on 20 May 2022, with responsibility for the portfolios indicated:-</p> <ul style="list-style-type: none"><li>• Deputy Leader – Councillor Chris Lamb</li><li>• Cabinet Spokesperson without Portfolio – Councillor Sharon Howard</li><li>• Cabinet Spokesperson for Core Services – Councillor Alan Gardiner</li><li>• Cabinet Spokesperson for Adults and Communities – Councillor Jenny Platts</li><li>• Cabinet Spokesperson for Children's Services – Councillor Trevor Cave</li><li>• Cabinet Spokesperson for Place (Environment and Transportation) – Councillor James Higginbottom</li><li>• Cabinet Spokesperson for Place (Regeneration and Culture) – Councillor Robert Frost</li></ul>

<b><u>Cabinet Spokesperson</u></b>	<b><u>Item</u></b>	<b><u>Decisions</u></b>
1. Leader	Appointment of the Cabinet for 2022/23 (continued)	<p>(iii) that the following members be appointed as Cabinet Support Members for the 2022/23 municipal year for the portfolio as indicated:-</p> <ul style="list-style-type: none"> <li>• Cabinet Support Member without Portfolio – Councillor Anita Cherryholme</li> <li>• Cabinet Support Member for Core Services – Councillor Robin Franklin</li> <li>• Cabinet Support Member for Adults and Communities – Councillor Brenda Eastwood</li> <li>• Cabinet Support Member for Children’s Services – Councillor Jo Newing</li> <li>• Cabinet Support Member for Place (Environment and Transportation) – Councillor Caroline Makinson</li> <li>• Cabinet Support Member for Place (Regeneration and Culture) – Councillor Kevin Osborne.</li> </ul>
2. Leader	Appointment of the Area Council Chairs for 2022/23	<p>that the following Members be appointed as Chairs of the Area Councils as indicated for the 2022/23 municipal year with effect from Annual Council on 20 May 2022:-</p> <ul style="list-style-type: none"> <li>• Central - Councillor Kevin Williams</li> <li>• Dearne - Councillor Dorothy Coates</li> <li>• North - Councillor Dave Leech</li> <li>• North East - Councillor Joe Hayward</li> <li>• Penistone - Councillor Robert Barnard</li> <li>• South - Councillor Pauline Markham</li> </ul>

## BARNSELEY METROPOLITAN BOROUGH COUNCIL

Report of the Chief Executive

### **Petitions received under Standing Order 44**

#### **1. Purpose of Report**

To consider action in respect of petitions received by the Chief Executive under Standing Order 44.

#### **2. Recommendations**

- 2.1 That Cabinet agree the action to be taken in response to the petitions referred to in the report in line with the Council's Petitions Scheme.**

#### **3. Background**

- 3.1 The Council's Standing Order 44 requires that "All petitions relating to a matter over which the Council ... has authority or which affects the Borough shall be presented to the Chief Executive who shall refer them to the relevant officer for investigation."
- 3.2 The Petitions Scheme, which was revised in April, 2013, requires petitions to be reported into Cabinet. This report sets out recent petitions received and the recommended response.
- 3.3 Whilst the report of petitions to Cabinet fulfils this duty requirement, Cabinet may wish to consider further action, such as referring any petition to the relevant Area Council.

#### **4. Details of Petitions Received**

- 4.1 Details of the petitions received up to this meeting of Cabinet are set out in the appendix attached, including a recommendation of the action to be taken for consideration. Members should note that individual petitions will not be the subject of further reports to Cabinet unless this is specifically requested at the meeting when the petition is reported.

#### **5. List of Appendices**

- 5.1 Details of Petitions received.

#### **6. Background Papers**

Petitions presented to the Chief Executive. Available for inspection in the Council Governance Unit, Town Hall, Barnsley, except where the petitions contain Exempt Information.

**Officer Contact:** Martin McCarthy **Email:** [governance@barnsley.gov.uk](mailto:governance@barnsley.gov.uk) **Date:** May 2022

This page is intentionally left blank

**Petitions received under Standing Order 44 - Cabinet – 18 May 2022**

<b>Issue</b>	<b>No. of Signatories</b>	<b>Date Received</b>	<b>Action recommended under the Petitions Scheme</b>
Request for a 7.5 tonne weight limit for HGVs on Higham Common Road and Barugh Lane, Barnsley	217 signatories	08/03/2022	It is recommended that the traffic team will also undertake an assessment of the location before the end of April, to determine whether HGV routing signs could be appropriate to manage these roads. The Head of Highways, Engineering and Transportation write to the lead petitioner to explain the situation and address the concerns of the petitioners.

This page is intentionally left blank



**Petitions received under Standing Order 44 - Cabinet – 18 May 2022**

Issue	No. of Signatories	Date Received	Action recommended under the Petitions Scheme
Request for 20mph Speed Limit outside Keresforth Primary School	64 signatories	27/03/2022	The traffic team will be evaluating schools across the borough as part of the approved budget for 22/23. The evaluation will consider the installation of School 20mph signs at this location as part of an ongoing school safety programme. The Head of Highways, Engineering and Transportation will write to the lead petitioner to explain the situation and address the concerns of the petitioners.

This page is intentionally left blank

## BARNSELY METROPOLITAN BOROUGH COUNCIL

REPORT OF: INTERIM EXECUTIVE DIRECTOR (CHILDREN'S SERVICES)

TITLE: LOCAL AREA JOINT INSPECTION OF SERVICES FOR CHILDREN AND YOUNG PEOPLE WITH SPECIAL EDUCATIONAL NEEDS AND/OR DISABILITIES: WRITTEN STATEMENT OF ACTION (ACTION PLAN)

REPORT TO:	CABINET
Date of Meeting	18 MAY 2022
Cabinet Member Portfolio	CHILDREN'S SERVICES
Key Decision	Yes
Public or Private	Public

**Purpose of report**

To inform Cabinet of the recent approval of the Written Statement of Action (WSOA) by Ofsted and the Care Quality Commission. The WSoA sets out the improvements to be undertaken in response to the outcome of the local area joint inspection of services for children and young people with special educational needs and/or disability (SEND).

**Council Plan priority**

The WSOA will primarily support the **Healthy Barnsley** outcome of enabling young people to live independently with good physical and mental health as far as possible, together with the **Learning Barnsley** outcome of enabling all children and young people to fulfil their potential through improved educational attainment.

**Recommendations**

That Cabinet:

- 1.1. **Endorses the Council's and Barnsley Clinical Commissioning Group's (CCG) Written Statement of Action, approved by Ofsted and the Care Quality Commission (CQC) in April 2022, together with the overall improvements to be undertaken as part of the SEND Improvement Programme.**

## 1.0 INTRODUCTION

- 1.1 Barnsley's local area SEND inspection took place from the 20th to 24th September 2021. This was carried out by Ofsted and the CQC to review how well the local area meets its responsibilities for children and young people (aged 0-25) who have special educational needs and/or disability (SEND). The inspection was led by one of Her Majesty's Inspectors from Ofsted, with a team including an Ofsted inspector and a children's services inspector from the CQC.
- 1.2. During the week the inspection team spoke with children, young people parents and carers, partners and stakeholders including managers and leaders from Barnsley's education, health and social care services.
- 1.3. The purpose was to review how well Barnsley meets its responsibilities for children and young people (aged 0-25) who have SEND, focusing on three areas:
  - 1.3.1. How well we identify the needs of children and young people.
  - 1.3.2. How well we assess and meet needs of children and young people.
  - 1.3.3. How successful we are at getting the best outcomes for children and young people with SEND.
- 1.4. On 15 December 2021, Cabinet considered the outcomes of the joint inspection of services for children and young people with SEND and recommended that they be formally be considered at the meeting of Full Council on 3<sup>rd</sup> February. A copy of this report can be viewed via the link: <https://barnsleymbc.moderngov.co.uk/ieListDocuments.aspx?CId=135&MId=6930&Ver=4>
- 1.5. The inspection letter noted the significant progress which local statutory partners had made in addressing the needs of children and young people with SEND in Barnsley. However, the joint local area inspection also highlighted two areas of provision which were of significant concern, as follows:
  - 1.5.1. The engagement of, and communication with, parents and carers. Local statutory partners need to ensure that the lived experience of families is influencing their strategic plans for services and provision.
  - 1.5.2. Improving the identification of, and provision for, children and young people with SEND but without an Education, Health and Care Plan (EHCP).
- 1.6. As a result, it was determined that the local area, namely Barnsley Council and Barnsley CCG, must produce a Written Statement of Action (WSOA) to address the two areas identified. Key partners and stakeholders including the Barnsley Schools Alliance, have contributed to the development of the WSOA, which has now been approved by Ofsted and the CQC, who confirmed that:
- 1.7. *'This letter is written in accordance with The Children Act 2004 (Joint Area Reviews) Regulations 20151 to inform Barnsley Metropolitan Borough Council and NHS Barnsley Clinical Commissioning Group (CCG), as principal authorities, that Ofsted and the Care Quality Commission have jointly*

*evaluated the written statement of action submitted to us on 28 February 2022. The statement of action is deemed to be fit for purpose in setting out how the local area will tackle the significant areas of weakness identified in the published report letter. You clearly address the two significant areas of weakness identified by inspectors from Ofsted and the Care Quality Commission in September 2021.'*

- 1.8. Barnsley Council, Barnsley CCG and the Barnsley Schools Alliance, along with partners are wholly committed to getting this right, both in making and sustaining the improvements identified in the WSoA and those highlighted in the inspection report as a whole. We are committed to ensuring that the areas of concern are addressed in full and that we build the trust and confidence of children, young people and parents/carers in Barnsley's provision and services across education, health and care.
- 1.9. The WSoA includes specific, time-based and measurable actions. It's clear which organisation is responsible for actions, how this will be monitored and how we will evidence that we've met our aims.
- 1.10. The WSoA and wider SEND Improvement Programme are intended to create a culture of inclusion across Barnsley. We want all children and young people to thrive, achieve positive outcomes, and be engaged in their local community, regardless of their starting point and their identified needs. We are fully committed to building on our partnerships with children, young people and parents/carers and strengthening the invaluable influence and contribution that they can offer, in shaping and delivering services. Equally, we are committed to improving early identification of need so that all children and young people with SEND in the local area get the right support and provision so that they can achieve the best outcomes.
- 1.11. Our aspiration goes beyond the WSoA as our SEND Improvement Programme and governance arrangements are in place to help all children and young people with SEND achieve their potential. The improvements in the WSoA will form part of the wider SEND Improvement Programme and performance framework, which includes:

Priority 1a	Engagement, participation and coproduction: children and young people
<b>Priority 1</b>	<b>Engagement, participation and coproduction: parent/carers (forms part of the WSoA)</b>
<b>Priority 2</b>	<b>Early identification and SEN support (forms part of the WSoA)</b>
Priority 3	Meeting needs through specialist support and provision (SEND sufficiency)
Priority 4	Communication and interaction (autism and speech, language and communication needs (SLCN))
Priority 5	Preparation for adulthood
Priority 6	Early years identification, support and provision
Enabler 1	Quality of data
Enabler 2	Local offer

- Enabler 3     Financial balance
- Enabler 4     Workforce development

- 1.12. Implementation will be governed by the system wide SEND Oversight Board and progress will be monitored and reported to the Cabinet on a quarterly basis as part of the Quarterly SEND Performance and Finance report arrangements.

## **2.0     PROPOSAL**

- 2.1     The WSoA has now been deemed, 'fit for purpose' by Ofsted and CQC and has been published on the Council and CCG websites. The next stage will see the Department for Education (DfE), in collaboration with NHS England, providing support and challenge to the local statutory partners in the local area, including monitoring of the WSoA, with a minimum of four review meetings over an 18-month-period. Wider support will also be provided through funded delivery partners.
- 2.2`     Any subsequent visit or inspection activity for these areas will be undertaken through the new area SEND inspection framework, which is currently being developed and Ofsted will soon be consulting on this.

## **3.0     IMPLICATIONS OF THE DECISION**

### **3.1     Financial and Risk**

- 3.2     Consultations have taken place with representatives of the Service Director - Finance (S151 Officer).  
An assessment of the WSoA showed that there are unlikely to be any significant financial implications arising from implementing the detailed actions as set out under the two main areas of focus/priorities.
- 3.3     At this stage, it is assumed that any capacity requirements or costs (e.g., website, printing, promotion, comms, etc.) can be resourced within existing Education Inclusion Service or SEND/high needs budgets.

### **3.4     Legal**

- 3.5     There are no legal implications for the Council emerging through endorsement of the WSOA. The Local Area Joint Inspection corroborated that the Council remains compliant with its statutory responsibilities concerning Part 3 of the Children and Families Act (2014) together with the SEND Code of Practice.

### **3.6     Equality**

- 3.7     No formal equality impact assessment is required as children and young people with SEND have a protected characteristic under the Equality Act. Both the WSoA together with the SEND Improvement Programme will ensure that continual improvement is made to ensure specific needs are met; to further promote their inclusion and enhance the quality of their experience.

### **3.8 Sustainability**

- 3.9 There are no implications for sustainability arising through consideration of this report.

### **3.10 Employee**

- 3.11 The actions in the SEND Improvement Programme will include the continuous professional development of the workforce across the local SEND system including partners across education, health and care.

### **3.12 Communications**

- 3.13 Improving the engagement of and communications with parents/carers, as part of ensuring their lived experience informs our SEND plans and strategies and is also be addressed within the WSoA and SEND Improvement Programme.

## **4.0 CONSULTATION**

- 4.1 Key statutory partners and stakeholders have contributed to the WSoA. Children, young people and parents/carers, both individual and through groups have also been able to share what key actions they feel should be included in the WSoA and wider SEND Improvement Programme.

## **5.0 ALTERNATIVE OPTIONS CONSIDERED**

- 5.1 The purpose of this report is to inform Cabinet of the next steps following recent approval by Ofsted and the CCG of our WSoA to address the findings from the local area inspection of services for children and young people with SEND and their families.

## **6.0 REASONS FOR RECOMMENDATIONS**

- 6.1 The recommendation is in response to the outcomes of the 2021 Local Area Joint Inspection of services for children and young people with SEND and particularly the two significant areas of weakness identified by the inspection team. The WSOA ensures that the required improvements in the quality of practice and provision will be hastened as part of our overall ambitions for these vulnerable groups of children and young people

## **7.0 GLOSSARY**

- |     |      |   |
|-----|------|---|
| 7.1 | CCG  | Clinical Commissioning Group                |
|     | CQC  | Care Quality Commission                     |
|     | DfE  | Department for Education                    |
|     | EHCP | Education, Health and Care Plan             |
|     | SEND | Special Educational Needs and/or Disability |
|     | SMT  | Senior Management Team                      |
|     | WSoA | Written Statement of Action                 |

## 8.0 LIST OF APPENDICES

- 8.1 Appendix 1: Appendix 1: Ofsted approval letter  
Appendix 2: Special Educational Needs and Disabilities (SEND) Written Statement of Action (WSoA)

## 9.0 BACKGROUND PAPERS

- 9.1 If you would like to inspect background papers for this report, please email [governance@barnsley.gov.uk](mailto:governance@barnsley.gov.uk) so that appropriate arrangements can be made

## 10. REPORT SIGN OFF

<b>Financial consultation &amp; sign off</b>	Senior Financial Services officer consulted and date  <i>Joshua Amahwe (29/04/2022)</i>
<b>Legal consultation &amp; sign off</b>	Legal Services officer consulted and date  <i>Jason Field 03/05/22</i>

**Report Author:** Nina Sleight

**Designation:** Service Director (Education, Early Start and Prevention)



7 April 2022

Melanie John-Ross  
Executive Director of Children's Services  
Barnsley Metropolitan Borough Council  
1 Westgate  
Western Street  
Barnsley  
S70 2DR

Jamie Wike, Chief Operating Officer, Barnsley Clinical Commissioning Group  
Lisa Loach, Local Area Nominated Officer, Barnsley Metropolitan Borough Council

Dear Ms John-Ross and Mr Wike

This letter is written in accordance with The Children Act 2004 (Joint Area Reviews) Regulations 2015<sup>1</sup> to inform Barnsley Metropolitan Borough Council and NHS Barnsley Clinical Commissioning Group (CCG), as principal authorities, that Ofsted and the Care Quality Commission have jointly evaluated the written statement of action submitted to us on 28 February 2022.

The statement of action is deemed to be fit for purpose in setting out how the local area will tackle the significant areas of weakness identified in the published report letter.

You clearly address the two significant areas of weakness identified by inspectors from Ofsted and the Care Quality Commission in September 2021. The statement of action is organised into two over-arching priorities that are split up into discrete focus areas. You have allocated specific and appropriate actions to these focus areas. You show who is responsible for these actions and the timeline for completion. The success criteria for each action are clear. You explain how you will review progress on a regular basis. It is clear what governance structures are currently in place and how you will scrutinize the implementation and impact of the plan over time.

---

<sup>1</sup> The Children Act 2004 (Joint Area Reviews) Regulations 2015  
[www.legislation.gov.uk/uksi/2015/1972/regulation/4/made](http://www.legislation.gov.uk/uksi/2015/1972/regulation/4/made).

The section covering priority two is particularly strong because of the level of detail in the action points. There is some potential confusion in the third focus area of priority one. There are two different action points here that are both titled 'b'. The second of these refers to how parents and carers will 'feed into strategic discussions and decisions'. There is a risk that any lack of clarity around this action point 'b' could leave parents and carers feeling frustrated.

You explain in your written statement of action how you have formalised the relationship between the Barnsley Metropolitan Borough Council, the Barnsley CCG and the Barnsley SEND parents and carers' alliance (BSPCA) through a signed memorandum of understanding. Your written statement of action would be strengthened by more detail about what role the BSPCA, or any future parent and carer forum, will have in the oversight of special educational needs and/or disabilities (SEND) provision and in your governance structures. This is important if the strategic influence of parents and carers is to be developed and sustained over time.

The written statement of action must be published on local websites<sup>2</sup>, so that parents, carers, children and young people can understand the actions you are taking to improve the effectiveness of the local area in identifying and meeting needs, and improving outcomes for children and young people with SEND.

Yours sincerely

**Helen Lane HMI**  
**Assistant Regional Director**

---

<sup>2</sup> Regulation 4 (5); [www.legislation.gov.uk/uksi/2015/1792/regulation/4/made](http://www.legislation.gov.uk/uksi/2015/1792/regulation/4/made)



## Supporting children and young people who have special education needs and/or disabilities (SEND)

Local area written statement of action (WSoA)

This written statement of action has been approved by the following statutory partners and is led by Barnsley MBC, Barnsley Clinical Commissioning Group and the Barnsley Schools Alliance:

**Mel John-Ross**  
Executive Director of Children's Services  
Barnsley Metropolitan Borough Council  
(BMBC)

**Jamie Wike**  
Chief Operating Officer  
Barnsley Clinical Commissioning Group  
(CCG)

## Contents

Executive summary	Page 3
Governance: how we oversee our progress	Page 5
Our reporting system	Page 6
What success looks like and how it is measured	Page 7
Our governance groups	Page 8
Our governance structures	Page 9
Responsible partners	Page 10
Written statement of action:	
• Priority one	Page 12
• Priority two	Page 17
• Key performance metrics	Page 22

### In developing our local area written statement of action the following activities have been carried out:

<b>Stage 1:</b> October to November 2021	Post inspection review, including: <ul style="list-style-type: none"> <li>• Review of current SEND improvement programme.</li> <li>• Outlining the focus of the work related to the local area inspection outcome.</li> </ul>
<b>Stage 2:</b> November to December 2021	Gathering views and collating feedback on actions we need to take, including: <ul style="list-style-type: none"> <li>• Discussions at key strategic meetings.</li> <li>• Discussions with parents/carers, including groups and individuals.</li> <li>• Outlining next steps and the action planning process through local area strategic groups, workstreams and subgroups.</li> <li>• Partners and stakeholders working together to identify and agree actions.</li> <li>• Partners and stakeholders invited to provide feedback on draft versions of proposals.</li> <li>• Collation and summary of feedback to inform production of final draft.</li> </ul>
<b>Stage 3:</b> December 2021 to February 2022	Drafting the written statement of action: <ul style="list-style-type: none"> <li>• Draft WSoA published and circulated for further comment.</li> <li>• WSoA finalised and agreed.</li> <li>• Discussion with Barnsley Schools Alliance (BSA).</li> </ul>
<b>Stage 4:</b> February 2022	Final drafting and reporting: <ul style="list-style-type: none"> <li>• Reporting to Cabinet and CCG Governors.</li> <li>• Submission to Ofsted/CQC.</li> </ul>

## Executive summary

Barnsley MBC local authority, Barnsley Clinical Commissioning Group and the Barnsley Schools Alliance are committed to ensuring that the areas of concern are addressed in full and that we build the trust and confidence of children, young people and parents/carers in Barnsley's provision and services across education, health and care.

As a local area, we are ambitious for all our children and young people, inclusive of those who have SEND and/or who are vulnerable, which is why we have high expectations of our early years' settings, schools, colleges and support services. We want all children and young people in Barnsley to have the best start in life in preparation for their continued progress to becoming young adults.

Just as importantly, we want all young people have access to opportunities for training, education, employment and apprenticeships to help them gain the skills they need to become independent participants in the local community and to thrive.

As a local area, we have a strong focus on disadvantage and want to help everyone to access their right to an education, be included and achieve their full potential. Our WSoA provides an overview of current activities to be undertaken to achieve improvements in SEND provision and services across the local area. The actions have been specifically identified to improve outcomes for children and young people with SEND so that they have the best possible education and opportunities for their future.

Barnsley's local area SEND inspection, led by Ofsted and the Care Quality Commission (CQC), took place from the 20 to the 24 September 2021. This was to judge the effectiveness of how the local area has implemented the SEND reforms that came into operation, as set out in the Children and Families Act, 2014. This includes how well statutory partners, Barnsley MBC and Barnsley Clinical Commissioning Group (CCG), work together to provide support and services across education, health and care, to the children and young people with SEND in Barnsley.

We received an inspection letter following the inspection and are pleased that this highlighted the significant progress that we have made in Barnsley, which was reported through the many strengths identified in the inspection report.

The inspection letter noted the significant progress which local statutory partners had made in addressing the needs of children and young people with SEND in Barnsley, together with their families and reported many strengths in the inspection letter.

We know that whilst we have made significant progress, we are not where we need to be, regarding the following two areas identified in the inspection report as being areas of significant concern:

1. The engagement of, and communication with, parents and carers. Area leaders need to ensure that the lived experience of families is influencing their strategic plans for services and provision.
2. Improving the identification of, and provision for, children and young people with SEND but without an EHCP.

We recognise that our children, young people, and their parents/carers deserve the best services to identify and meet their needs and we fully intend to deliver this. We are committed to delivering the improvements we have proposed across education, health and care provision and support services. We will build on the things we know that already serve children and families well and will strengthen partnership working with children, young people and parents/carers, to make the improvements Ofsted and our own knowledge of Barnsley have identified.

Our SEND Improvement Programme is already established and includes representatives from across the local area from education, health and care services, 0-25. This has formed the basis of our work over the last years and the WSoA will now be an integral part of this.

To respond specifically to the areas highlighted during the inspection, Barnsley MBC, together with the CCG, the Barnsley Schools Alliance and wider partnership across the local area, we are required to produce this written statement of action (WSoA) to show what steps we are going to take to improve on the two areas above.

The WSoA has been coproduced with partners and stakeholders across Barnsley, including:

- The Barnsley SEND Youth Forum.
- Barnsley Schools Alliance.
- A range of parent/carer groups and individuals who have worked with us closely.
- Partners across the local authority and the CCG including service leads, operational leads and frontline staff from education, health and social care.

We sincerely thank all our partners and stakeholders who have invested time and effort to create our WSoA. To keep everyone up to date with how things are progressing, we will be working tirelessly to deliver on our commitments, and will provide regular updates on progress, which will be published on the local offer website.



## Governance: how we oversee our progress

The improvements we have identified, in response to the local area SEND inspection will form part of the wider SEND Improvement Programme and performance framework, as mentioned earlier. Implementation of the WSoA will be governed by the system wide SEND Oversight Board and progress will be monitored and reported to Council Cabinet, BMBC SMT, Clinical Commissioning Group Governing Body and Barnsley Schools Alliance Board on a quarterly basis as part of the ongoing cycle of reporting.

Barnsley's local area governance structure includes a comprehensive reporting system, as shown in the governance diagram, which provides a check and challenge approach to all the work identified and undertaken.

Work is done through the priority workstreams and subgroups, all of which include representation from education, health and care, 0-25, and are responsible for parts of the overall SEND Improvement Programme. The two areas of the WSoA form part of this and are included across the whole programme. In its entirety, the SEND Improvement Programme comprises:

Priority/enabler		Focus
Priority 1*	Engagement/participation	Parent/carers engagement, participation and coproduction.
Priority 2*	SEN support	Identifying and meeting needs across all areas of SEND.
Priority 1a	Engagement/participation	Children and young people's engagement, participation and coproduction.
Priority 3	Meeting needs	Universal and specialist support and provision, including sufficiency of places.
Priority 4	Communication and interaction	Autism and speech, language and communication needs (SLCN).
Priority 5	Local area partnerships	Joint commissioning and impact.
Priority 6	Preparation for adulthood	PfA from the earliest years and transitions.
Enabler 1	Quality of data	Local area knowledge and intelligence.
Enabler 2	Local offer	What's available and how its communicated.
Enabler 3	Financial balance	Ensuring value and best use of resources.
Enabler 4	Workforce development	Building capacity across the system.
*These priorities make up the WSoA, which also includes a metrics section to show baseline assessment and subsequent performance measures for these two aspects. Further SEND performance datasets are available for all other areas of performance.		



## What success looks like and how it is measured

As part of our WSoA, we have included success criteria and a performance data set that will show where we were and how this changes over time, to where we want to be. The data within the WSoA includes **performance data**; things we can measure in numbers or percentages, and **perceptive data**; things we can measure by assessing where we are and how things have improved. We will be reporting our progress every term so that we are transparent about what we achieve.

All actions are grouped into focus areas that were identified in the local area inspection report. The actions related to these have been designed to flow and build on each other over time so that there is continual development that leads to sustained improvements.

It is important that we show the links between the areas identified in our local area inspection the actions we will take and the outcomes we are aiming for. For this reason, the format of the WSoA clearly outlines these aspects, along with how we will evidence this.

We will be continually working towards improved outcomes for children and young people and will use data about our performance to measure how well we are doing. Perceptive and performance data are identified in the WSoA and will be aligned with each of the actions and progress against them will be reviewed formally on a half term basis.

To maintain a progress check, which will be reported at SEND Oversight Board and in quarterly reports to Cabinet, a RAG rating system has been included which will be used across the WSoA to track progress. This will be discussed and monitored at all strategic meetings, workstreams and subgroups and progress against each action will be assessed, as follows:

<b>At risk</b>	There is a risk that this action will not be completed, and this requires escalation to strategic oversight and a plan to mitigate risks must be implemented.	
<b>Vulnerable</b>	The action looks unlikely to be achieved on time and this may have implications on improvements, and this requires escalation to strategic oversight.	
<b>On track</b>	The action is on track for completion and no issues raised requiring escalation.	
<b>Deferred</b>	The action may need to be deferred due to unforeseen circumstances, but this does not require escalation as mitigation is in place.	



## Our reporting system

Priority workstreams and subgroups meet every half term and report up to the SEND Improvement Group and Oversight Board.

There is regular reporting at the Trust level and quarterly reports to cabinet have been in place for some years and continue. These include narrative about progress, performance data and financial information related to SEND.

We recognise that there is a need to be clear about who has responsibility for delivery of the WSoA at the organisation level and the action level. We have included roles of key accountable officers and partners so that it is determined which individuals are accountable for ensuring the delivery of the actions.

Where appropriate, we have shown that there is a shared responsibility and accountability. For example having education, health and care roles against actions shows how education, health and social care share equal responsibility for improvements in this WSoA and play an active part.

The benefit of all our work for children and young people will be felt in the way they have their needs identified and met across education, health and care, covering the 0-25 age range and in how they are enabled to achieve the best outcomes possible.

## Our governance groups

All our governance groups work in partnership across education, health and social care as part of Barnsley local area. Groups meet on a half termly basis, as a minimum.	
<b>Cabinet:</b> Barnsley Council leadership for the borough.	<b>CCG Governing Body:</b> Strategic oversight of health provision in the local area.
<b>Trust Executive Group:</b> LA and CCG executive partners with decision making responsibilities.	<b>Executive Commissioning Group:</b> LA and CCG joint commissioning and high-level monitoring. .
<b>SEND Oversight Board:</b> Strategic accountability for SEND and vulnerable learners.	<b>SEND Improvement Group:</b> Check and challenge for delivery of the SEND Improvement Programme.
<b>Barnsley Schools Alliance Board:</b> Strategic oversight of school's partnership in collaboration with the LA and the CCG.	<b>Barnsley Schools Alliance (BSA):</b> Schools partnership for the local area.
<b>Leadership Group:</b> Subgroup of BSA focusing on leadership across the system.	<b>Quality of Education:</b> Subgroup of BSA focusing on improving education across the system.
<b>SEND Sufficiency Group:</b> Development, implementation and oversight of place planning and specialist provision.	<b>SEND Youth Forum:</b> Children and young people's voice, to influence decision making in the local area.
<b>Local Area SEND Impact Group (LASIG):</b> Partnership working to identify gaps, initiate project and monitor performance and impact.	<b>Parents/carers voice:</b> All parent/carers groups and individual voices to influence decision making in the local area.
<b>Autism Partnership Board (APB):</b> Partnership working to develop, deliver and oversee all age autism strategy.	<b>Preparation for Adulthood Steering Group (PfA):</b> Development and implementation of improvements for key transitions and long-term outcomes.
<b>Local Offer Steering Group:</b> Partnership working across education, health and care to oversee and improve the local offer.	



## Responsible partners

Partners involved in delivery of the WSoA, and the wider SEND Improvement Programme, are included below. The roles outlined in grey comprise the accountable leads at the organisation level of Barnsley MBC and Barnsley CCG.

Role	Abbreviation	Organisation
Executive Director Children's Services	EDCS	BMBC: Children's Services Directorate
Chief Operating Officer	COO	NHS Barnsley CCG
Lead council member for education	Cllr	BMBC
Service Director, Education, Early Start & Prevention	SD EES&P	BMBC: Education, Early Start & Prevention
Head of Service, SEND & Inclusion	HoS SEND	BMBC: Education Inclusion Service
SEND Participation Officer	SENDPO	BMBC: Education Inclusion Service
Youth Voice & Participation Coordinator	YVPC	BMBC: SEND Youth Forum
Group Leader, Raising Participation	GLRP	BMBC: Education and Skills
Business Improvement & Intelligence Advisor	BIA	BMBC: Data & Intelligence
HoS Partnerships, Schools Governance & Alliance Board	Barnsley Schools Alliance	BMBC: Education, Early Start & Prevention
SEND Improvement Officer	SENDIO	BMBC: Education Inclusion Service
Communication & Marketing Manager	Comms	BMBC: Communications
Youth Voice & Participation Operations Manager	SM YV	BMBC: Youth Voice & Participation
Designated Clinical Officer (DCO)	DCO	NHS Barnsley CCG
Education Welfare Service Manager	SM EWS	BMBC: Education, Early Start & Prevention
Schools Evaluation Officer	SEO	BMBC: Education, Early Start & Prevention
Principal EP	PEP	BMBC: Education Inclusion Service
Strategic Finance Manager	SM Fin	BMBC: Education, Early Start & Prevention
Early Intervention Service Manager	SM Early Int	BMBC: Education, Early Start & Prevention
Head of Service Mental Health & Disabilities	HoS MH&D	BMBC: Adult Social Care
Early Start & Families Strategy & Service Manager	SM EH	BMBC: Education, Early Start & Prevention
Team Manager (Barnsley CAMHS)	TM CAMHS	SW Yorks Partnership NHS Foundation Trust

Transformation Lead	TL	BMBC: Public Health
Chair (Primary) Barnsley Schools Alliance	BSA	Barnsley Schools Alliance
Deputy Principal Culture, Place & Communities	DP BC	Barnsley College
Head of Children & Family Social Care	HoS CSC	BMBC: Children's Services
Families Information Service Manager	FIS	BMBC: Education, Early Start & Prevention
Principal Educational Psychologist	PEP	BMBC: Education Inclusion Service
Post 16 Partnership Manager	Man P16	BMBC: Education & Skills
Head of Commissioning	HoC	NHS Barnsley CCG
Service Manager, Youth Justice Service	SM YJS	BMBC: Targeted Youth Support Service
Disabled Children's Team Manager	TM CDT	BMBC: Disabled Children Team
Group Manager Passenger Assistance	GM PA	BMBC:
Senior Early Years Consultant	Con EY	BMBC: Education Inclusion Service
EHC Team Service & Strategy Manager	S&SM EHC	BMBC: Education Inclusion Service
Senior Commissioning Manager SEND	SM Comm	BMBC: Education Inclusion Service
Manager Public Health Officer	SM 0-19	BMBC: Public Health England

## Written statement of action (WSOA)

SEND Improvement Plan: written statement of action (WSOA)									
WSOA priority 1		The engagement of, and communication with, parents and carers. Area leaders need to ensure that the lived experience of families is influencing their strategic plans for services and provision.				Accountable organisation leads		LA: Executive Director Children's Services BSA: Chairs CCG/ICS: Chief Operating Officer	
Ref	Focus area	Actions (what we will do)	Owner	Timescale	Success criteria (how we know it's achieved)	Progress (what steps we have taken so far)	Outcome/impact (the difference this made)	Evidence (how we show this)	RAG
P1.1	Ofsted/CQC: Area leaders were slow to implement the 2014 reforms. This has led to high levels of dissatisfaction among parents/carers. Over the past two years, work has been done to start to mend what leaders recognise was a broken SEND system.	a. Support and work with the newly established Barnsley parents/carers Alliance to enable more parents/carers to engage and participate at a strategic level.	HoS SEND/ SENDPO	Feb-22	Regular contact with the new parent/carer forum is maintained in a structured way.	01/12/21: Memorandum of understanding has been agreed and meetings held with strategic leaders.	Parents/carers have a representative voice through a formal structure, and this leads to better outcomes for children and young people and greater trust and confidence in the system.	1. Meeting minutes and planned schedule of events.	
		b. Schedule a programme of attendance to further develop links with SEN support parent/carer groups through supporting school's coffee mornings.	SENDPO	Apr-22	Programme of events is finalised and in place for current academic year, with a view to implementing a subsequent annual programme.		Parents/carers who have children and young people who have SEN support feel listened to and trust that what they tell us influences decision making at all levels.	1. Programme of events and write ups/reports from these.	
		c. Carry out a survey with parents and carers and use the information gathered to provide a baseline to inform the next phase of the SEND strategy (from October 22).	FIS/ SENDPO	May-22	Survey has been carried out and findings analysed and reported.		Parents/carers will have increased confidence that their voice is heard, and this will drive further participation that contributes to overall improvements.	1. Survey findings and reports.	
		d. Work with members of established and new parent/carer groups to develop a program, for representatives to engage with local area leaders, and implement a detailed timetable for annual strategic leaders' engagement.	SENDPO	Jun-22	An annual engagement programme is in place and the number of parents/carers attending SEND engagement sessions with senior leaders are increased and feedback shows that their voice influences decision making at the strategic level.		Parents/carers are confident that their voice influences decision making at the strategic level and results in positive changes that benefit children and young people and lead to better outcomes through better service delivery.	1. Write ups of sessions and updates of subsequent actions published on the local offer SEND improvement pages.	
		e. Gather and produce data, research and intelligence from parent engagement to improve services, the local offer, delivery and support.	Business Intelligence	Jul-22	Regular report to the SEND Oversight Board to inform strategic decision making		Strategic decision making is based upon the systematic gathering of parent/carer feedback.	1. SEND improvement programme. 2. Local Area SEND Impact Group highlight reports. 3. SEND performance report.	



P1.2	Ofsted/CQC: The strategic influence of parents/carers is extremely limited. parents/carers have too little say in strategic decision-making about the area's services. Many report dissatisfaction with their experience of the SEND system in Barnsley.	a. Identify and implement a method of capturing and sharing parents/carers voice in all strategic meetings, including regular attendance by those representing the Barnsley Parent Carer Alliance and the wider collective parent/carer voice (consisting of representatives from key groups) at the SEND Oversight Board.	SENDPO	Mar-22	There is a mechanism for parents/carers voice to feed into, and be considered, at all strategic meetings.		Parents/carers feel supported to engage at all levels to influence planning and decision making.	1. Terms of reference for strategic meetings. 2. Minutes from strategic meetings.	
		b. Formalise the relationship between Barnsley Council, the Barnsley CCG and the Barnsley SEND Parents Carers' alliance (BSPCA) through a signed memorandum of understanding.	Local Area Strategic Leaders; BMBC and the CCG	Completed	There is a memorandum of understanding signed by Barnsley Metropolitan Borough Council, the Barnsley CCG supporting the establishment of the Barnsley SEND Parents Carers' alliance (BSPCA) with DfE (Contact) for funding.		There is an established parent carer forum in the borough for parent carers to access.	Memorandum of understanding from the BSPCA to establish themselves and access DfE funding.	
		c. The BSPCA, and/or any future parent and carer forum, will have strategic influence in the oversight of special educational needs and/or disabilities (SEND) provision in the governance structures, specifically as full members of the Strategic SEND Oversight Board.	Local Area Strategic Leaders; BMBC and the CCG	May-22	The BSPCA, and/or any future parent and carer forum, will have strategic influence within strategic governance arrangements		The strategic influence of parents/carers will be developed and sustained over time.	1. Terms of reference for strategic meetings. 2. Minutes from strategic meetings.	
		d. Develop and agree, with parents/carers, a participation and coproduction charter that encompasses how parents/carers and local leaders across education, health and care work together to create a better system, including key parent/carer groups representation on strategic meetings and boards.	HoS SEND/ HoS CSC/ DCO	Jul-22	There is a shared understanding of participation and coproduction and this is enshrined in a Barnsley charter, which has been coproduced with children, young people and parents/carers.		Local area, managers, policy makers and commissioners from health, education and social care have a clear understanding of coproduction informed by the views of children, young people and parents/carers and this leads to a new culture of participation through all who directly work with SEND parents/carers.	1. Barnsley participation and coproduction charter.	
		e. Coproduce, with parent/carer groups (BSPCA and collective), a programme of continuing professional development for SEND and inclusion across the local area for strategic leaders and elected members.	SENDIO	Sep-22	Strategic leaders and elected members are implementing their learning, and this is informing strategic decision making.		Knowledge and understanding of the lived experience of children, young people and their families and how participation impacts the role of services, is supported by council and this leads to a culture of inclusion that improves children and young people's long-term outcomes.	1. CPD programme and evaluations.	



		f. Coproduce the next phase of SEND strategy: critical to clarifying responsibilities of key partners and stakeholders, including parents/carers, to ensure and promote collective ownership and an agreed consensus. Ensure this is discussed at strategic groups where parent/carers are represented.	HoS SEND/ SENDPO	Oct-22	Number of parents/carers directly involved in co-producing elements of strategic direction and developments, related to the SEND strategy, are increased.		Children and young people and parents/carers benefit from strategic plans that reflect improvements to their lived experiences.	1. SEND strategy and refreshed SEND improvement programme that sits under this. 2. SEF.	
P1.3	Ofsted/CQC: Leaders in the area do not communicate clearly with parents and carers. parents/carers are not aware of ongoing improvement work or how to access support while waiting. They do not know about the significant improvement in waiting times for autism assessments.	a. Create a page on the local offer website, to publish information and updates on progress and developments for the SEND improvement programme.	FIS/ SENDPO	Apr-22	The number of 'We Said, We Did' actions are increased and feedback about this is regularly published on the local offer.		Parents/carers are assured that their input is making a difference to the SEND improvement programme and this builds confidence in the system.	1. Local offer website. 2. Customer feedback and compliments reports.	
		b. Implement a parent/carer stakeholder group, to focus on coproduction of developments for statutory functions (EHC needs assessment and review).	SM EHC	Apr-22	A parents/carers stakeholder group takes place consistently and the percentage of those reporting satisfaction in new EHCP processes are increased.	11/04/22: Parent/carer stakeholder groups has been established and has held the first meeting.	Parents/carers are confident that they have a say in their child's EHCP and this leads to better outcomes.	1. ToR for stakeholder group. 2. Agenda and minutes from stakeholder group. 3. Stakeholder group action plan.	
		c. Develop a process for parent/carer group representatives to feed into strategic discussions and decision making linked to strategic workstreams and subgroups (see governance structure). This will be done through established group representatives combining to create a 'collective' group that will bring their voices together.	HoS SEND/ SENDPO	May-22	Strategic subgroups have regular and consistent input from parents/carers, and this is shown in agendas, minutes and feedback published on the local offer.		Parents/carers feel supported to engage at all levels to influence planning and decision making and feel that their input is valued and leads to real change.	1. Agenda and minutes from strategic meetings.	
		d. Carry out a promotional campaign for the local offer and how to access it widely, building on the different routes that parents already use to access information, advice and support.	FIS/ Comms	Jun-22	Co-production is embedded across the system and used within social care, health, and education services and this is shown through an increase in local offer webpages.		Parents/carers have access to more accessible information, and this enhances their understanding and experience of SEND related services.	1. Communications materials, flyers, posts, etc. 2. Evaluation reports.	
		e. Audit health and social care links from and to the local offer on their own websites to ensure fidelity and accessibility.	FIS/ DCO	Jun-22	Health and social care websites have accurate live links to and from the local offer website.		Parents/carers benefit from up to date and accurate information that enables their access to the right services and support.	1. Local offer links map.	





P1.4	Ofsted/CQC: Some parents/carers feel that schools do not have sufficient knowledge to understand the needs of their child fully. parents/carers feel this leads to inflexibility when behaviour management systems are applied, or a lack of additional support.	a. Promote and circulate the Early Years, Early Help and SEN Support Toolkits through the local offer to empower and support parents/carers knowledge of SEN support.	SENDIO/ SENDPO/ SM EH	Aug-22	Toolkits are promoted on the local offer and made available to parents/carers.		Parents/carers are equipped with the information they need regarding early identification and support and this empowers them in discussions about children and young people.	1. Toolkits. 2. Local offer webpages for Toolkits.	
		b. Include training on good communications practice with parents/carers, in the SENCo training offer, including strengths-based conversations.	SENDIO	Sep-22	The SENCo training offer includes continuing professional development on good communications with parents/carers		Communications between schools/settings and parents/carers are improved and lead to better dialogue that supports children and young people through a collaborative approach.	1. SENCo annual training schedule.	
P1.5	Ofsted/CQC: There is a comprehensive local offer website. Unfortunately, many parents/carers do not know about the local offer or the website. Leaders have plans in place to redesign the website. Leaders know they need to improve communication with parents/carers about where to go for SEND-related information.	a. Create a communications plan to promote the local offer once it has moved to the new platform.	FIS Manager/ SENDPO	Mar-22	A communications plan is in place and is implemented.		Parents/carers are enabled to access more relevant information on the local offer.	1. Communication plan. 2. Customer feedback and compliments reports.	
		b. Ensure clear information, through the revised local offer, that is accessible to parents/carers and professionals, that encourages self-serve information and advice.	FIS Manager/ SENDPO	May-22	Review of the local offer, via a under group survey, indicates improvements in how it is presented.		Parents/carers benefit from easily accessible information and this supports their journey through SEND services and provision.	1. Local offer steering group action plan.	
		c. Develop use of the 'we said, we did' feedback mechanism to provide feedback on the outcomes of parent/carer influence in the development of services.	FIS Manager/ SENDPO	Jun-22	A 'we said, we did' feedback method is consistently published on the local offer website.		Parents/carers are assured that their input is making a difference to the SEND improvement programme and this builds confidence in the system.	1. Feedback for, 'we said, we did' on the local offer website.	
		d. Refresh the local offer steering group terms of reference and membership.	FIS Manager/ SENDPO	Sep-22	Terms of reference and membership are agreed for the refreshed local offer steering group.		Parents/carers benefit from easily accessible information and this supports their journey through SEND services and provision.	1. Local offer ToR, including membership.	



P1.6	<b>Ofsted/CQC:</b> Parents and carers of children and young people with SEND feel isolated. They are keen to meet others who have similar experiences. Some parents and carers have set up self-help groups and small networks. More needs to be done by partners across the area to help parents and carers share their experiences and learn from each other. Area leaders have plans to refresh forums for parents and carers and provide a route for them to contribute to local area decision-making.	a. Create a secondment from the LA to provide support for the development of a local area parent/carer forum.	EDCS	Feb-22	A secondment is in place and is working full time to support the development of the parent/carer forum.	01/02/22: The secondment has been filled and actively supporting the PCF.	All parents/carers have a representative voice through formal structures, (including all groups) and this leads to better outcomes for children and young people.	1. Secondment agreement.	
		b. Support the development of parent/carer groups linked to needs, e.g. autism (Social Communication & Interaction Team), Targeted Youth Support, Sensory team.	EIS Managers	Apr-22	All education Inclusion Service managers have regular links with parents/carers groups related to their area of specialism.		Parents/carers will benefit from support to share knowledge and experiences with other parents/carers who have similar experiences.	1. Education Inclusion Service plan. 2. parents/carers group minutes of meetings.	
		c. Hold a working group with parents/carers about the barriers children and young people face in accessing social opportunities available to them through short breaks.	SENDPO	Oct-22	Working group has taken place and reported, including recommendations to be followed up.		There are better targeted short breaks that reflect the needs of children and young people and families and this leads to better social outcomes.	1. Working group agenda and minutes. 2. Report of short breaks review.	
		d. Hold a working group with parents/carers about the barriers children and young people face in accessing social opportunities that are universally available and how children and young people with SEND can be fully included, where this is not yet happening.	SENDPO	Oct-22	Working group has taken place and reported, including recommendations to be followed up.		There is better access to a wider range of universal social opportunities, and this leads to better community inclusion and social outcomes for children and young people.	1. Working group agenda and minutes. 2. Report of short breaks review.	
P1.7	<b>Ofsted/CQC:</b> Barnsley does not have an embedded 'tell it once' approach for the families of children and young people with SEND, especially across health services. Health leaders are aware of this and are piloting new ways of sharing information across different health partners.	a. Embed coproduction with parents/carers through induction programmes for new staff across education, health and care, to help ensure that professionals are equipped with the right skills and operate in a strength-based way from the beginning.	HoS SEND/ HoS SC/ DCO	Nov-22	Induction programmes for new staff in specialist teams across education, health and care, include a focus on parents/carers participation and coproduction.		Parents/carers benefit from services that listen to them on the service level to enable developments to reflect their views and priorities. This leads to better working relationships and support for children and young people.	1. Induction programmes and CPD resources.	
		b. Coproduce the Barnsley Health Passport and ensure this is accessible and reflective of what parents/carers tell us they need.	SM 0-19 PHS	Dec-22	A Barnsley Health Passport is coproduced and made available to parents/carers and children and young people.		Parents/carers and children and young people benefit from a consistent approach to describing their needs and this improves dialogue with services.	1. Health Passport. 2. Feedback from SEND Youth Forum and parents/carers.	

**SEND Improvement Programme: Written Statement of Action**

WSOA priority 2		Improving the identification of, and provision for, children and young people with SEND but without an EHC plan.					Accountable organisation leads	LA: EDCS/Lead Member Barnsley Schools Alliance: Chairs CCG/ICS: Chief Operating Officer	
Ref	Focus area	Actions (what we will do)	Owner	Timescale	Success criteria (how we know it's achieved)	Progress (what steps we have taken so far)	Outcome/impact (the difference this made)	Evidence (how we show this)	RAG
P2.1	<b>Ofsted/CQC:</b> The attainment, attendance and level of exclusions for pupils at SEND support are weak. The support provided to many pupils at SEND support does not meet their needs well. Area leaders have developed training and monitoring systems to improve the help given to pupils at the SEND support stage. This work is not yet embedded.	a. Increase capacity for SEND improvement support for schools/settings by 1 fulltime equivalent post.	BSA	May-22	Barnsley Schools Alliance strategic plan monitoring is in place through SEND Improvement Team, termly performance reporting.		Performance identifies areas of development so that children and young people at SEN support level benefit from having their needs identified and met through robust provision in schools/settings.	1. Barnsley Schools Alliance strategic plan.	
		b. Use data to monitor the current position re: SEND and vulnerable learners and rag rate this to target schools for support and challenge.	BSA/SENDIO	Jul-22	Performance data is shared on a regular basis and this identifies schools/settings who may need, and are offered, support.	08/02/22: Census data gathered termly and analysed to target schools causing concerns. 28 schools already targeted over summer term and autumn term 21. Another 9 schools added to Spring term 22 schools causing concern	Schools/settings develop whole school SEND and children and young people benefit from having their needs met through early identification and intervention.	1. School performance data.	
		c. Coproduce a Barnsley inclusion statement and accompanying pledge to SEND children and young people, by partners across the local area, to create an inclusive Barnsley focusing on attendance and engagement.	SENDIO/PEP	Sep-22	There is increased attendance rates and a reduction in persistent absence for children and young people with SEND.	08/02/22: SENCo working party meeting booked in 17/02/22 to discuss Inclusion statement through appreciative inquiry	Children and young people benefit from attendance at supportive environments that have a good understanding of their needs.	1. Barnsley Inclusion Statement. 2. SEND performance data.	
		d. Improve the timeliness of attendance data from schools through an improved collection and reporting process.	BIA	Sep-22	All schools are connected to Synergy and are submitting data electronically and reporting is created and put into practice.	03/02/22: Import of data from Arbor schools has been signed off in test. First set of schools due to be connected to live by mid-February.	Monitoring of data leads to schools/settings being targeted for support and challenge and this, in turn, leads to better attendance and improved educational outcomes.	1. Synergy updates.	
		e. Review the quality and precision of school focused plans in identifying the incremental steps needed for children and young people at SEN support level.	SENDIO	Dec-22	School focused plans are included in the Quality Assurance Framework and are audited on a termly basis.	08/02/22: Continuing professional development offered to all schools around SFPs and small steps. Discussions with leaders in schools highlight where support is required.	Continuing professional development will increase the knowledge and skills enabling children and young people to be identified and supported with interventions at an earlier stage therefore leading to better outcomes.	1. Sample of school review reports. 2. Feedback from delivered training. 3. QA data of school focused plans.	



P2.2	<b>Ofsted/CQC:</b> The SEND-related expertise of staff differs from school to school and across services. Leaders have recognised this and are working with schools and services to improve support for children and young people with emerging needs. Leaders have recently introduced a SEND toolkit for use by practitioners. However, this toolkit and the training programme that goes with it are a recent development. There is no evidence of impact yet.	a. Complete the first phase of SEND audits in targeted schools/settings (identified through SEND and vulnerable learners' performance and perceptive data).	SENDIO	Jul-22	First 20 audits have taken place, and this has led to a clear action plan for school leaders to address key recommendations and areas of development with a focus on SEN support.		Children and young people at SEN support level benefit from having their needs identified and met at the earliest opportunity and this leads to better engagement in learning and ultimate outcomes.	1. SEND audits. 2. School performance data.	
		b. LA and CCG jointly commission and implement Speechlink to support school's identification of children and young people who have speech, language and communication needs and implementation of early intervention to respond to identified needs.	HoS SEND/ SENDIO	Aug-22	There is improved provision for speech, language and communication needs in schools, supported by joint working between education and health partners, leading to earlier identification and action planning for children and young people with these needs.	08/02/22: Speech link to give introductory offer to schools, March 22. Also, to launch in July 22 at SEND Inclusion conference.	All children and young people with speech, language and communication needs are identified at the earliest opportunity and appropriate support and intervention is implemented, leading to better outcomes.	1. Speech/Language Link proposal and business plan. 2. SEND performance report.	
		c. Develop and deliver a continuing professional development programme targeting whole school development for SEN support to all schools/ settings, promoting use of the SEN Support Toolkit as a basis.	SENDIO/ PEP	Sep-22	There is a high take up of continuing professional development for SEN support programmes.		All children and young people are identified at the earliest opportunity enabling appropriate support and plans are in place.	1. SEND annual training/continuing professional development programme. 2. Evaluation of training/continuing professional development.	
		d. Introduce monitoring system for EHC needs assessment requests and use this to identify schools/settings for support and challenge.	SM EHC	Sep-22	A monitoring system is in place and this results in alerts to the SEND improvement officer and auditing processes and reduced inappropriate EHCNA's.		Children and young people at SEN support level benefit from having their needs identified and met at the earliest opportunity and this leads to better engagement in learning and ultimate outcomes.	1. Process map for monitoring system for EHC needs assessment requests.	
		e. Continuing professional development and Networking Groups focus on SEND children and young people meeting the phonics standard.	SEO/ BSA	Nov-22	There is an increase in the number of children and young people with SEND meeting the phonics standard.		Children and young people with SEND are supported to meet the phonics standard and this leads to better attainment overall.	1. SENCo networks schedule of events. 2. SEND performance report.	





P2.3	<b>Ofsted/CQC:</b> School exclusions for pupils at SEND support are too high. Education welfare officers work with schools to identify early interventions for pupils at risk of exclusion. This development is at a very early stage. It is too soon to evaluate the impact of this work.	a. Promote engagement with schools to ensure they have access to Compass mental health support teams and actively engage with the process.	SM Compass	Jun-22	All schools access the Compass mental health support provision and exclusions are reduced.		Children and young people benefit from early identification and intervention for emotional health and wellbeing and fully access education.	1. Communications material for Compass. 2. Reports from Compass, including data.	
		b. Evaluate the data across all schools for Education Welfare Service work on early identification and determine key actions from September 22, as a result of what the data tells us.	SM EWS	Jul-22	Data shows that schools are referring more cases into the early intervention panel and to inclusion EWO's to further reduce suspensions or PEX.		There is better targeting of resources at the early identification and intervention level, and this leads to better engagement for children and young people in education.	1. SEND performance report (reported through LASIG).	
		c. Improve the timeliness of exclusion and suspension data from schools through an improved collection and reporting process (>80% accuracy).	BIA	Sep-22	New data collection and reporting system is in place and is used to inform practice and priorities.	03/02/22: New Excel template developed to speed up the import of data from schools that are not currently linked to Synergy. Signed off in test and final checks being done in live prior to becoming BAU.	There are reduced fixed term and permanent exclusions in primary and secondary schools, leading to children and young people with SEND making better progress.	1. Process map of data collection system. 2. Performance data.	
		d. Clarify escalation processes to leaders and/or CEOs of trusts for targeted schools causing concern and use this as a framework to challenge in relation to levels of suspension and exclusions.	BSA	Oct-22	An escalation process is in place and schools are engaged with the process it outlines. Data shows a reduction in individual suspensions and overall exclusions.		There is a consistent approach across the system, and this leads to reduced suspensions and exclusions and more children and young people engaging in education to enable better outcomes.	1. Escalation process map. 2. SEND performance report (reported through LASIG).	
		e. Undertake a programme of auditing of trends related to children and young people who have become electively home educated and who are accessing part-time provision.	SM EWS/ SM EHC	Nov-22	Audits have taken place and reported on next steps and put these into action and where EHE is being encouraged, an appropriate plan is developed and implemented to avoid this.		There is assurance that families are not being actively encouraged to EHE and children and young people have access to an education offer so that they can achieve the best outcomes.	1. Audit reports. 2. SEND performance report (reported through LASIG).	
		f. Introduce cycle of dip sampling children and young people's journey to exclusion (through case study and data), including the role of education, health and care, to understand and learn from their experiences.	EWS/ DCO	Jan-23	Dip samples take place on a termly basis and these include direct input from children and young people regarding what their lived experience was like and gaining their thoughts on how change could be affected.		Dip samples identify gaps in all areas including education, health and social care and lead to improvements in multi-agency working, therefore, benefiting children and young people as their access to education improves their outcomes.	1. Dip samples and subsequent action plans.	



Page 46	P2.4	<b>Ofsted/CQC:</b> The academic outcomes achieved by pupils at SEND support are weak. By the end of Year 1, approximately six in every ten pupils at SEND support do not reach the expected standard in reading. While there have been some marginal improvements of late, across all key stages in primary and secondary schools, pupils at SEND support achieve poorly.	a. Conduct a review focusing solely on the bottom 20% for reading (includes children and young people with SEND).	SEO	Nov-22	Reviews indicate how well-matched support and provision is to meet the needs of children and young people who find learning to read the most difficult.	09/02/22: Following the 2021 phonics screening check (Dec 21), there's an increase in the proportion of children and young people with SEND passing. The figure has risen from 43.3% in 2020 to 48.6% in 2021.	There is confidence in the system that reading interventions are in place so that children and young people can read better and achieve better overall outcomes.	1. EHC/annual review quality assurance reports. 2. Performance data for literacy.	
			b. Complete the Barnsley Schools Alliance LaunchPad for Literacy project. This has been rolled out to schools first with a view to including private, voluntary and independent settings too.	SEO	Jan-23	Data shows the impact on early development for participants in the LaunchPad for Literacy project.		Children achieve better outcomes in literacy so that children have better language skills and, as a result, there are better overall outcomes.	1. Evaluation of the LaunchPad for Literacy project. 2. Performance data for literacy.	
			c. Produce online phonics sessions for parents/carers to access so they can support their child's development.	SENDIO/SEO	Jun-23	Online phonics sessions for parents/carers are available on the local offer website.		Parents/carers gain a better understanding of how to support their child with phonics and this, in turn, creates better outcomes in this area.	1. Parent/carer evaluations.	
	P2.5	<b>Ofsted/CQC:</b> School leaders have not been able to access prompt specialist SEND advice from the local authority consistently. Area leaders recognise this issue and are trying to improve the level of support available. For example, the local authority has invested in a core offer to schools from the educational inclusion service. Schools can now access an educational psychologist when they need one. This new arrangement has only just been explained to school leaders. There is no measurable impact of leaders' actions.	a. Increase capacity for SEND improvement support for schools/settings by 1 full time equivalent post.	SENDIO	Aug-22	Further capacity is in place for SEND improvement.	08/02/22: 1st SEND Improvement SENCo to start working with target schools Feb 22. 2nd SEND Improvement SENCo to begin working with target schools.	Schools/settings have more access to support and challenge for whole school SEND development.	1. Structure charts showing capacity of Education Inclusion Service. 2. Education Inclusion Service action plan.	
			b. School Evaluation Officers and system leaders will include reviews of school focused plans for children and young people at the SEN support level to extend curriculum provision enquiry work in schools.	SEO/BSA	Sep-22	Reviews include a link between curriculum and school focused plans, and this is monitored through SEO and SEND improvement quality assurance processes.		More children and young people will have their needs met at SEN support as they have access to appropriate teaching and learning opportunities, tailored to meet their needs.	1. Sample of school review reports.	
			c. Review and consult on the quality and capacity of specialist support services for education, including Education Psychology service and specialist teams, with a view to recommending developments following meaningful engagement with school leaders.	HoS SEND/BSA	Mar-23	Consultation responses are received and inform next steps for service development.		The Education Inclusion Service better reflects the needs of the local area and children and young people benefit from a better offer of support.	1. Annual report on Education Inclusion Service. 2. Education Inclusion Service action plan.	



P2.6	<b>Ofsted/CQC:</b> Leaders acknowledge that rates of absence and exclusion for children and young people at SEND support are too high. They are right to be concerned. For example, during the 2018/19 academic year, the proportion of suspensions for these pupils was nearly double the national average for the same pupil group. Furthermore, pupils at SEND support miss too many days of school. This contributes to weaker academic outcomes over time. Leaders have recently appointed a specialist education and welfare officer to work on this issue with school partners. There is no measurable impact yet.	a. Promote Education Welfare Service support at the early intervention level through development of a concrete process for referrals.	SM EWS	May-22	Data shows that schools/ settings refer children and young people at an early stage to the EWS.		Children and young people benefit from EWS involvement and this leads to better outcomes as they are accessing education.	1. Process maps for EWS support and routes to access this.	
		b. Agenda Early Help in team meetings so that all support services understand and promote Early Help assessments through their work with schools/settings.	HoS SEND/ SM EH/ DCO	Jul-22	All support services promote Early Help assessments through their work with schools/settings. Early Help assessments are increased, and this is reflected in data.		Children and young people and families benefit from having their needs met at the earliest stage and this results in better access to education and successful outcomes.	1. Briefing on Early Help for managers to use at team meetings.	
		c. Refresh and promote the Early Help Toolkit to ensure that clear processes to access support are included, and the referral route is promoted and easily understood.	SM EH	Sep-22	Early Help assessments are increased by a minimum of 10%.		Children and young people and families benefit from having their needs met at the earliest stage and this results in better access to education and successful outcomes.	1. Early Help Toolkit. 2. Performance data related to Early Help reported at LASIG.	
		d. Review Early Help offer and include exploration of opportunities to develop SEND specific Early Help targeted support and report on this to SEND Oversight Board, including recommendations.	SM EH	Dec-22	There is confidence that the Early Help offer is reviewed and developed to ensure it is reflective of the needs of children and young people and families.		Children and young people and families benefit from having their needs met at the earliest stage from the services that are most relevant to their needs and this results in better outcomes.	1. Report on Early Help, including recommendations.	

### SEND Improvement Plan: key indicators

WSoA performance metrics		Performance: Statutory and priority (non-statutory) performance is monitored, and actions identified to ensure performance is high and mitigation for challenges in performance is considered and understood. As a result, the local area is aware of key issues and address these.						
Ref	Focus area	Actions (what we will do)	Success criteria (how we know it's achieved)	Metrics (performance and perceptive data)				
				Jan 2022 (baseline)	May 2022	Sep 2022	Jan 2023	May 2023
P1.1	Ofsted/CQC: Area leaders were slow to implement the 2014 reforms. This has led to high levels of dissatisfaction among parents/carers. Over the past two years, work has been done to start to mend what leaders recognise was a broken SEND system.	a. Support and work with the newly established Barnsley parents/carers Alliance to enable more parents/carers to engage and participate at a strategic level.	Regular contact with the new PCF is maintained in a structured way.	Initial meetings have taken place with strategic leaders.  The Barnsley Parent Carer Alliance has presented to the SEND Oversight Board.				
		b. Schedule a programme of attendance to further develop links with SEN support parent/carer groups through supporting school's coffee mornings.	Programme of events is finalised and in place for current academic year, with a view to implementing a subsequent annual programme.	Some parent/carer groups have taken place in two schools.				
		c. Carry out a survey with parents and carers and use the information gathered to provide a baseline to inform the next phase of the SEND strategy (from October 22).	Survey has been carried out and findings analysed and reported.	Survey not yet completed.				
		d. Work with members of established and new parent/carer groups to develop a program, for representatives to engage with local area leaders, and implement a detailed timetable for annual strategic leaders' engagement.	An annual engagement programme is in place and the number of parents/carers attending SEND engagement sessions with senior leaders are increased and feedback shows that their voice influences decision making at the strategic level.	Not yet started.				
		e. Gather and produce data, research and intelligence from parent engagement to improve services, the local offer, delivery and support.	Regular report to the SEND Oversight Board to inform strategic decision making	18 indicators reported in SEND performance dataset as at end Dec 2021. Of those: <ul style="list-style-type: none"><li>Green (66.6%)</li><li>Amber (5.6%)</li><li>Red (27.8%)</li></ul>				





P1.2	Ofsted/CQC: The strategic influence of parents/carers is extremely limited. parents/carers have too little say in strategic decision-making about the area's services. Many report dissatisfaction with their experience of the SEND system in Barnsley.	a. Identify and implement a method of capturing and sharing parents/carers voice in all strategic meetings, including regular attendance by those representing the Barnsley Parent Carer Alliance and the wider collective parent/carer voice (consisting of representatives from key groups) at the SEND Oversight Board.	There is a mechanism for parents/carers voice to feed into, and be considered, at all strategic meetings.	Method has been discussed with a small number of parents/ carers and is in the initial stages.				
		b. Formalise the relationship between Barnsley Council, the Barnsley CCG and the Barnsley SEND Parents Carers' alliance (BSPCA) through a signed memorandum of understanding.	There is a memorandum of understanding signed by Barnsley Metropolitan Borough Council, the Barnsley CCG supporting the establishment of the Barnsley SEND Parents Carers' alliance (BSPCA) with DfE (Contact) funding for					
		c. The BSPCA, and/or any future parent and carer forum, will have strategic influence in the oversight of special educational needs and/or disabilities (SEND) provision in the governance structures, specifically as full members of the Strategic SEND Oversight Board.	The BSPCA, and/or any future parent and carer forum, will have strategic influence within strategic governance arrangements					
		d. Develop and agree, with parents/carers, a participation and coproduction charter that encompasses how parents/carers and local leaders across education, health and care work together to create a better system, including key parent/carer groups representation on strategic meetings and boards.	There is a shared understanding of participation and coproduction and this is enshrined in a Barnsley charter, which has been coproduced with children, young people and parents/carers.	Charter has been discussed with parents/ carers and is in the initial stages. Coproduction meetings are planned.				
		e. Coproduce, with parent/carer groups (BSPCA and collective), a programme of continuing professional development for SEND and inclusion across the local area for strategic leaders and elected members.	Strategic leaders and elected members are implementing their learning, and this is informing strategic decision making.					

		f. Co-produce the next phase of SEND strategy: critical to clarifying responsibilities of key partners and stakeholders, including parents/carers, to ensure and promote collective ownership and an agreed consensus. Ensure this is discussed at strategic groups where parent/carers are represented.	Number of parents/carers directly involved in co-producing elements of strategic direction and developments, related to the SEND strategy, are increased.					
P1.3	Ofsted/CQC: Leaders in the area do not communicate clearly with parents and carers. parents/carers are not aware of ongoing improvement work or how to access support while waiting. They do not know about the significant improvement in waiting times for autism assessments.	a. Create a page on the local offer website, to publish information and updates on progress and developments for the SEND improvement programme.	The number of 'We Said, We Did' actions are increased and feedback about this is regularly published on the local offer.	The new Local Offer has a section: Keeping you up to date with SEND Improvements (ME)				
		b. Implement a parent/carer stakeholder group, to focus on coproduction of developments for statutory functions (EHC needs assessment and review).	A parents/carers stakeholder group takes place consistently and the percentage of those reporting satisfaction in new EHCP processes are increased.	Parents/carers involved with the EHC Team contacted to ask if they want to be signed part of the stakeholder panel.				
		c. Develop a process for parents/carers group representatives to feed into strategic discussions and decision making linked to strategic workstreams and subgroups (see governance structure).	Strategic subgroups have regular and consistent input from parents/carers, and this is shown in agendas, minutes and feedback published on the local offer.	Method has been discussed with parents/carers and is in initial stages.				
		d. Carry out a promotional campaign for the local offer and how to access it widely, building on the different routes that parents already use to access information, advice and support.	Co-production is embedded across the system and used within social care, health, and education services and this is shown through an increase in local offer webpages.	Attending meeting with parents/carers in March. A Communications and Marketing Plan is being developed by Family Information Service to promote the new Local Offer.				
		e. Audit health and social care links from and to the local offer on their own websites to ensure fidelity and accessibility.	Health and social care websites have accurate live links to and from the local offer website.	Not yet started.				



P1.4	Ofsted/CQC: Some parents/carers feel that schools do not have sufficient knowledge to understand the needs of their child fully. parents/carers feel this leads to inflexibility when behaviour management systems are applied, or a lack of additional support.	a. Promote and circulate the Early Years, Early Help and SEN Support Toolkits through the local offer to empower and support parents/carers knowledge of SEN support.	Toolkits are promoted on the local offer and made available to parents/carers.	Toolkits will be available on the new build local offer by the beginning of April. Toolkits are being promoted through SEND Space and at every training session delivered by Education Inclusion Service.				
		b. Include training on good communications practice with parents/carers, in the SENCo training offer, including strengths-based conversations.	The SENCo training offer includes continuing professional development on good communications with parents/carers	The new Education Inclusion Service training offer is being constructed at present, which will include parent/carer communications.  At present the training calendar has: Coproduction: why and how we work together with children, young people, parents/carers.  Only one school has taken up this training so far.				
P1.5	Ofsted/CQC: There is a comprehensive local offer website. Unfortunately, many parents/carers do not know about the local offer or the website. Leaders have plans in place to redesign the website. Leaders know they need to improve communication with parents/carers about where to go for SEND-related information.	a. Create a communications plan to promote the local offer once it has moved to the new platform.	A communications plan is in place and is implemented.	Promotional campaign for the local offer and how to access it currently being planned.				
		b. Ensure clear information, through the revised local offer, that is accessible to parents/carers and professionals, that encourages self-serve information and advice.	Review of the local offer, via a under group survey, indicates improvements in how it is presented.	Data not yet available.				
		c. Develop use of the 'we said, we did' feedback mechanism to provide feedback on the outcomes of parent/carer influence in the development of services.	A 'we said, we did' feedback method is consistently published on the local offer website.	Data not yet available.				
		d. Refresh the local offer steering group terms of reference and membership.	Terms of reference and membership are agreed for the refreshed local offer steering group.	Not yet available.				



P1.6	<b>Ofsted/CQC:</b> Parents and carers of children and young people with SEND feel isolated. They are keen to meet others who have similar experiences. Some parents and carers have set up self-help groups and small networks. More needs to be done by partners across the area to help parents and carers share their experiences and learn from each other. Area leaders have plans to refresh forums for parents and carers and provide a route for them to contribute to local area decision-making.	a. Create a secondment from the LA to provide support for the development of a local area parent/carer forum.	A secondment is in place and is working full time to support the development of the parent/carer forum.	Fully in place.				
		b. Support the development of parent/carer groups linked to needs, e.g. autism (Social Communication & Interaction Team), Targeted Youth Support, Sensory team.	All education Inclusion Service managers have regular links with parents/carers groups related to their area of specialism.	Parent/carer groups for autism/social communication, hearing impairment and visual impairment in place.				
		c. Hold a working group with parents/carers about the barriers children and young people face in accessing social opportunities available to them through short breaks.	Working group has taken place and reported, including recommendations to be followed up.	Working group in planning stage.				
		d. Hold a working group with parents/carers about the barriers children and young people face in accessing social opportunities that are universally available and how children and young people with SEND can be fully included, where this is not yet happening.	Working group has taken place and reported, including recommendations to be followed up.	Working group in planning stage.				
P1.7	<b>Ofsted/CQC:</b> Barnsley does not have an embedded 'tell it once' approach for the families of children and young people with SEND, especially across health services. Health leaders are aware of this and are piloting new ways of sharing information across different health partners.	a. Embed coproduction with parents/carers through induction programmes for new staff across education, health and care, to help ensure that professionals are equipped with the right skills and operate in a strength-based way from the beginning.	Induction programmes for new staff in specialist teams across education, health and care, include a focus on parents/carers participation and coproduction.	All staff in EHC Team receive induction including effective working with parents/carers.				
		b. Coproduce the Barnsley Health Passport and ensure this is accessible and reflective of what parents/carers tell us they need.	A Barnsley Health Passport is coproduced and made available to parents/carers and children and young people.	In planning stage.				



P2.1	<p><b>Ofsted/CQC:</b> The attainment, attendance and level of exclusions for pupils at SEND support are weak. The support provided to many pupils at SEND support does not meet their needs well. Area leaders have developed training and monitoring systems to improve the help given to pupils at the SEND support stage. This work is not yet embedded.</p>	a. Increase capacity for SEND improvement support for schools/settings by 1 fulltime equivalent post.	Barnsley Schools Alliance strategic plan monitoring is in place through termly performance reporting.	Fully in place.				
		b. Use data to monitor the current position re: SEND and vulnerable learners and rag rate this to target schools for support and challenge.	Performance data is shared on a regular basis and this identifies schools/settings who may need, and are offered, support.	<p>Census data is captured termly to analyse all school's performance. This will allow targeted support for schools causing concern. This data is shared with School Improvement Officers and cross referenced to ensure that schools causing concerns are picked up as part of this process.</p> <p>SENDIO attends Barnsley Schools Alliance meetings to feed actions and progress to the group.</p> <p>71% (20/28) of schools made changes to their SEND registers to bring their figures closer to National data.</p> <p>50% (14/28) of schools made significant changes to their SEND registers to bring their figures closer to national data.</p>				
		c. Coproduce a Barnsley inclusion statement and accompanying pledge to SEND children and young people, by partners across the local area, to tackle this.	There is increased attendance rates and a reduction in persistent absence for children and young people with SEND.	91.1% (attendance). Local data for 20/21 academic year.				
		d. Improve the timeliness of attendance data from schools through an improved collection and reporting process.	All schools are connected to Synergy and are submitting data electronically and reporting is created and put into practice.	65 out of 91 schools connected.				
		e. Review the quality and precision of school focused plans in identifying the incremental steps needed for children and young people at SEN support level.	School focused plans are included in the QA framework and are audited on a termly basis.	New QA framework will be complete by July 22.				





P2.2	<p><b>Ofsted/CQC:</b> The SEND-related expertise of staff differs from school to school and across services. Leaders have recognised this and are working with schools and services to improve support for children and young people with emerging needs. Leaders have recently introduced a SEND toolkit for use by practitioners. However, this toolkit and the training programme that goes with it are a recent development. There is no evidence of impact yet.</p>	a. Complete the first phase of SEND audits in targeted schools/settings (identified through SEND and vulnerable learners' performance and perceptive data).	First 20 audits have taken place, and this has led to a clear action plan for school leaders to address key recommendations and areas of development with a focus on SEN support.	8 schools have now been fully audited and have clear action plans to move forward.  A further 10 schools are booked in for SEND reviews in the Summer term 22.				
		b. LA and CCG jointly commission and implement Speechlink to support school's identification of children and young people who have speech, language and communication needs and implementation of early intervention to respond to identified needs.	There is improved provision for speech, language and communication needs in schools, supported by joint working between education and health partners, leading to earlier identification and action planning for children and young people with needs in this area.	SpeechLink and Language Link to be launched in all primary and secondary schools in Sept 22.  Meeting to launch the project 3rd March 22.  Health, care and education partners invited to the introduction event.				
		c. Develop and deliver a continuing professional development programme targeting whole school development for SEN support to all schools/settings, promoting use of the SEN Support Toolkit as a basis.	There is a high take up of continuing professional development for SEN support programmes.	Covid has impacted uptake of training through Autumn and Spring terms due to staff absence in schools.  This has led to low take up since the launch of the training calendar. Between 6 and 18 staff have attended at various events.  The actual percentage take up has not been collected yet.  Training calendar for academic year 21/22 in place and being delivered.  Review and planning for 2022/23 first meeting 31.03/22.				
		d. Introduce monitoring system for EHC needs assessment requests and use this to identify schools/settings for support and challenge.	A monitoring system is in place and this results in alerts to the SEND improvement officer and auditing processes and reduced inappropriate EHC needs assessments.	Monthly Performance report for January uses Hub data with pupil level data now available for key indicators.				
		e. Continuing professional development and Networking Groups focus on SEND children and young people meeting the phonics standard.	There is an increase in the number of children and young people with SEND meeting the phonics standard.	39.1% (as of 2019 end Y1).				



P2.3	<b>Ofsted/CQC:</b> School exclusions for pupils at SEND support are too high. Education welfare officers work with schools to identify early interventions for pupils at risk of exclusion. This development is at a very early stage. It is too soon to evaluate the impact of this work.	a. Promote engagement with schools to ensure they have access to Compass mental health support teams and actively engage with the process.	All schools access the Compass mental health support provision and exclusions are reduced.	All 11 secondary schools and 25 primary schools now engaging with COMPASS offer.  Remaining primary schools will all be offered opportunity to sign up by June 2022.				
		b. Evaluate the data across all schools for Education Welfare Service work on early identification and determine key actions from September 22, as a result of what the data tells us.	Data shows that schools are referring more cases into the early intervention panel and to inclusion Education Welfare Officers to further reduce suspensions or permanent exclusion.	Provisional data shows 7 referrals to first panel in November 2021.				
		c. Improve the timeliness of exclusion and suspension data from schools through an improved collection and reporting process (>80% accuracy).	New data collection and reporting system is in place and is used to inform practice and priorities.	Synergy reports created and new template for schools not connected to Synergy with weekly imports taking place.				
		d. Clarify escalation processes to leaders and/or CEOs of trusts for targeted schools causing concern and use this as a framework to challenge in relation to levels of suspension and exclusions.	An escalation process is in place and schools are engaged with the process it outlines. Data shows a reduction in individual suspensions and overall exclusions.	14 permanent exclusions. 707 Suspensions Data relates to Sep-Jan 21/22.				
		e. Undertake a programme of auditing of trends related to children and young people who have become electively home educated and who are accessing part-time provision.	Audits have taken place and reported on next steps and put these into action and where elective home education is being encouraged, an appropriate plan is developed and implemented to avoid this.	Underlying analysis of trend data not yet available.				
		f. Introduce cycle of dip sampling children and young people's journey to exclusion (through case study and data), including the role of education, health and care, to understand and learn from their experiences.	Dip samples take place on a termly basis and these include direct input from children and young people regarding what their lived experience was like and gaining their thoughts on how change could be affected.	Case studies not yet available.				

P2.4	<p><b>Ofsted/CQC:</b> The academic outcomes achieved by pupils at SEND support are weak. By the end of Year 1, approximately six in every ten pupils at SEND support do not reach the expected standard in reading. While there have been some marginal improvements of late, across all key stages in primary and secondary schools, pupils at SEND support achieve poorly.</p>	a. Conduct a review focusing solely on the bottom 20% for reading (includes children and young people with SEND).	Reviews indicate how well-matched support and provision is to meet the needs of children and young people who find learning to read the most difficult.	Following the 2021 phonics screening check (Dec 21), there's an increase in the proportion of children and young people with SEND passing.  The figure has risen from 43.3% in 2020 to 48.6% in 2021.				
		b. Complete the Barnsley Schools Alliance LaunchPad for Literacy project. This has been rolled out to schools first with a view to including private, voluntary and independent settings too.	Data shows the impact on early development for participants in the LaunchPad for Literacy project.	Cohort 1 for schools is currently being implemented.  Applications for cohort 2 for schools closed 18.2.22.  A total of 66 schools have applied to use Launchpad.  Cohort 3 for PVI settings will recruit in the summer term and commence in the autumn.				
		c. Produce online phonics sessions for parents/carers to access so they can support their child's development.	Online phonics sessions for parents/carers are available on the local offer website.	Data not yet available.				
P2.5	<p><b>Ofsted/CQC:</b> School leaders have not been able to access prompt specialist SEND advice from the local authority consistently. Area leaders recognise this issue and are trying to improve the level of support available. For example, the local authority has invested in a core offer to schools from the educational inclusion service. Schools can now access an educational psychologist when they need one. This new arrangement has only just been explained to school leaders. There is no measurable impact of leaders' actions.</p>	a. Increase capacity for SEND improvement support for schools/settings by 1 full time equivalent post.	Further capacity is in place for SEND improvement.	2 seconded SENCOs in post and 1 more seconded SENCO will be in post by Easter 22.  Further capacity possible by September 22 with an additional day for 1 seconded SENCO and a possible Social Communication Team member being seconded for 1 day.				
		b. School Evaluation Officers and system leaders will include reviews of school focused plans for children and young people at the SEN support level to extend curriculum provision enquiry work in schools.	Reviews include a link between curriculum and school focused plans, and this is monitored through School Evaluation Officers and SEND improvement quality assurance processes.	Data not yet available.				



		c. Review and consult on the quality and capacity of specialist support services for education, including Education Psychology service and specialist teams, with a view to recommending developments following meaningful engagement with school leaders.	Consultation responses are received and inform next steps for service development.	Review in the planning stage.				
P2.6	<b>Ofsted/CQC:</b> Leaders acknowledge that rates of absence and exclusion for children and young people at SEND support are too high. They are right to be concerned. For example, during the 2018/19 academic year, the proportion of suspensions for these pupils was nearly double the national average for the same pupil group. Furthermore, pupils at SEND support miss too many days of school. This contributes to weaker academic outcomes over time. Leaders have recently appointed a specialist education and welfare officer to work on this issue with school partners. There is no measurable impact yet.	a. Promote Education Welfare Service support at the early intervention level through development of a concrete process for referrals.	Data shows that schools/ settings refer children and young people at an early stage to the EWS.	19 referrals to inclusions Education Welfare Officers since September 2021.				
		b. Agenda Early Help in team meetings so that all support services understand and promote Early Help assessments through their work with schools/settings.	All support services promote Early Help assessments through their work with schools/settings. Early Help assessments are increased, and this is reflected in data.	Early Help added to agenda at key strategic meetings, to be disseminated to services and teams.				
		c. Refresh and promote the Early Help Toolkit to ensure that clear processes to access support are included, and the referral route is promoted and easily understood.	Early Help assessments are increased by a minimum of 10%.	86 early help assessments in 2021.				
		d. Review Early Help offer and include exploration of opportunities to develop SEND specific Early Help targeted support and report on this to SEND Oversight Board, including recommendations.	There is confidence that the Early Help offer is reviewed and developed to ensure it is reflective of the needs of children and young people and families.	Review not yet taken place.				

This page is intentionally left blank

## BARNSELEY METROPOLITAN BOROUGH COUNCIL

REPORT OF: EXECUTIVE DIRECTOR (CHILDREN'S SERVICES)

TITLE: OUTCOMES OF THE LOCAL GOVERNMENT ASSOCIATION'S PEER REVIEW OF CHILDREN'S SOCIAL CARE IN THE BOROUGH

REPORT TO:	CABINET
Date of Meeting	18 MAY 2022
Cabinet Member Portfolio	Children's Services
Key Decision	No
Public or Private	Public

**Purpose of report**

To inform Cabinet of the findings which have emerged through the Local Government Association's recent Peer Review of Children's Social Care in the Borough, together with the next steps.

**Council Plan priority**

The outcomes of the Peer Review will support our objectives for a **Healthy Barnsley** and a **Sustainable Barnsley** by helping ensure *People are Safe and Feel Safe* and *People live in great places and feel connected and valued in their communities*

**Recommendations**

1. That Cabinet notes the LGA Outcome Letter for the Peer Review.

**1.0 INTRODUCTION**

- 1.1 Local government performs an integral role in providing modern, quality and responsive public services which meet the needs of a diverse range of communities', which provide value for money and the effective use of available resources, particularly through the ongoing Best Value Duty and the Community Right to Challenge under the Localism Act (2011).
- 1.2 As a member of the Local Government Association (LGA) Barnsley MBC is among a significant majority of local authorities who can help foster

improvements in local services as well as help tackle thorny issues currently facing local government, through the sector's peer led improvement programme, led by the LGA.

- 1.3 In view of Barnsley Council's ambition to deliver better than good and outstanding services, Children's Services commit to having an annual sector-based, peer led external assessment, to provide objective challenge of the quality of practice and provision, as well as giving independent assurance over the overall effectiveness of services.
- 1.4 Following the LGA's Corporate Peer Challenge which took place in 2019 and in preparation for a follow-up Corporate Peer Challenge by mid-2024, Cabinet recently considered a report and endorsed a programme of individual peer reviews across the Council, commencing in February 2022. A copy of this report can be viewed via the link below

<https://barnsleymbc.moderngov.co.uk/documents/s92470/Review%20of%20Peer%20Challenge%20Activity%20Across%20the%20Council.pdf>

## **2.0 PROPOSAL**

- 2.1 As part of this Programme an LGA Peer Review of Children's Social Care was undertaken during the period 29<sup>th</sup> February to 4<sup>th</sup> March. The Peer Review Team comprised of the following members:

- Sally Robinson (Director, Children and Joint Commissioning Services) Hartlepool Borough Council
- Anna Gianfrancesco (Assistant Director, Safeguarding & Care) Brighton and Hove City Council
- Cliff James (Head of Safeguarding, Children and Families) Suffolk County Council
- Tom Savory (LGA Associate: Children's Social Care)
- Catherine Lomas (Programme Support Officer, Improvement – Children's Services, LGA)
- Jonathan Trubshaw (LGA Manager)

- 2.2 The LGA Peer Review Team focused upon the following:

- The appropriateness of local thresholds to children's social care – could more children be supported with an Early Help Assessment and early help or intervention?
- The proportion of child protection S47 enquiries proceeding to an Initial Child Protection Conference (ICPCC) is very low in Barnsley. Are S47 investigations being initiated appropriately?
- Are Child in Need and Child Protection Plans SMART; do they evidence timely progress for children, with the right support and the right decision made, to meet children's needs in a timely way, at the right level?
- The quality of early permanence planning and stability for children in care.
- the role and effectiveness of leadership and management in Barnsley children's services in ensuring the systems used are operated effectively.

- 2.3 The scope and methodology for the Peer Review was as follows:
- Obtaining the perspective of over 100 people, including: children and families, Cabinet Spokesperson (Children's Services) Local Authority Chief Executive and Senior Management Team, together with front-line practitioners, managers and representatives from local partner agencies
  - Direct and live observation of front-line practice and intervention
  - Analysis and evaluation of background documentation
  - Visits to families and settings involved in Children's Social Care
  - Case file audit and consideration of at least 40 live children's social care records.
- 2.4 The outcome of the Peer Challenge provides both confidence and assurance in respect of the leadership and quality of services and outcomes for vulnerable children in the borough. The Review's findings are set out in Appendix 1 of this report.
- 2.5 No recommendations for improvement were made by the LGA Peer Review Team. Instead, questions and areas for consideration were offered to further improve the quality of practice and provision; *Please see Appendix 1 (LGA Peer Challenge Outcome Letter).*
- 2.6 Next Steps
- 2.7 The areas for consideration will be progressed as part of the Children's Services Continuous Improvement Plan which drives our continuous improvement and underpins the Barnsley Children and Young People's Plan.
- 3.0 IMPLICATIONS OF THE DECISION**
- 3.1 Financial and Risk**
- 3.2 There are no financial implications for the Authority emerging through this report. Minor administrative costs were incurred in hosting the Peer Review and no risks, particularly to the reputation of the Council, have been anticipated through the Review.
- 3.3 Legal**
- 3.4 There are no legal implications arising through the outcomes of the Peer Review. The Authority continues to be fully compliant with its statutory responsibilities in relation to children's social care.
- 3.5 Equality**
- 3.6 The outcomes of the Peer Review made no reference to our duty to promote equality and to eliminate unlawful discrimination within the quality of practice and provision. Arrangements for the assessment and review of children and young people in need of help or protection consider and meet the specific needs of individuals with protected characteristics.

### **3.7 Sustainability**

- 3.8 There are no implications for sustainability emerging through the outcomes of the Peer Review.

### **3.9 Employee**

- 3.10 The Peer Review acknowledges the steps being taken by the Local Authority to reduce average caseloads among children's social workers within the context of the resilience, commitment and motivation among the children's social care workforce for children in need of help or protection in the Borough and towards continuous professional development.

### **3.11 Communications**

- 3.12 The outcomes of the Peer Review will be widely disseminated through the Council's communication channels, networks and partnerships.

## **4.0 CONSULTATION**

- 4.1 The local statutory partners for safeguarding children and promoting their welfare have been consulted on the outcomes, together with the Council's Senior Management Team all of whom have endorsed the outcomes of the Peer Review and to progress these outcomes through the Children's Services Improvement Plan.

## **5.0 ALTERNATIVE OPTIONS CONSIDERED**

- 5.1 Please see Paragraph 6.1.

## **6.0 REASONS FOR RECOMMENDATIONS**

- 6.1 It should be noted that the findings and recommendations of the LGA's Peer Challenge are not binding on the Local Authority, nor do they provide any unanticipated outcomes or risks not previously envisaged. However, the findings provide welcome validation for the progress made in the quality of practice and provision in children's social care since the previous full inspection of Local Authority Children's Services in the Borough and accord with our perception of this quality, reflected within our own self-evaluation activity as we prepare for the next inspection of local authority children's services in the Borough.

## **7.0 GLOSSARY**

- 7.1 None, applicable.

## **8.0 LIST OF APPENDICES**

- 8.1 Appendix 1: LGA Peer Challenge Outcome Letter (Barnsley)

## 9.0 BACKGROUND PAPERS

- 9.1 If you would like to inspect background papers for this report, please email [governance@barnsley.gov.uk](mailto:governance@barnsley.gov.uk) so that appropriate arrangements can be made

## 10.0 REPORT SIGN OFF

<b>Financial consultation &amp; sign off</b>	Senior Financial Services officer consulted and date  <i>Joshua Amahwe (07/04/2022)</i>
<b>Legal consultation &amp; sign off</b>	Legal Services officer consulted and date  <i>Jason Field 11/04/22</i>

**Report Author:**      **Melanie John-Ross**

**Designation:**        **Executive Director (Children's Services)**

This page is intentionally left blank



# **Barnsley Metropolitan Borough Council Children's Services Peer Challenge**

Date: 28<sup>th</sup> February – 3<sup>rd</sup> March 2022

## **Feedback Report**

## **1. Executive Summary**

Barnsley Metropolitan Borough Council (BMBC) have an accurate understanding of their organisation and the way it works. This is clearly reflected in the self-assessment provided and the evidence seen by the peer team whilst on-site and in the dip sample of 16 case files reviewed before the team's visit.

Social work practice is child centred, relational and the model of restorative approaches is well embedded. The members of staff who participated in the peer challenge spoke positively about working for BMBC. They said that they feel safe in their practice and that for many, Barnsley was an authority of choice and reported that staff morale is high. Many staff spoke positively about the support they received working through the challenges of the pandemic.

Caseloads remain high and the Council has allocated additional resources to increase capacity so that this can be addressed. There is active recruitment for social workers as well as to fill heads of service vacancies. The Council recognises the need to promote the increasing diversity of the workforce to reflect the changing community it serves, and to put the right supports in place for staff.

There is evidence of good quality social work interventions by staff who know their children and families well. Through observation of visits with families it is clear that social workers are welcomed and have good relationships with both children and their families.

There is a strong early help offer and workers stay with families as they step-up into social care. Greater clarity and data sharing would help ensure that focus is not taken away from the early help intervention as workers capacity is used elsewhere in the system.

There is a strong commitment to partnership working at the operational and strategic level. The children's safeguarding partnership was spoken of highly, as were other partnerships. There is good multi-agency working in the MASH and the whole team works well together. There is a relatively high level of joint investigations undertaken with the police. However, the voice of health partners could be strengthened in decision making. The partnership could be more effective in jointly addressing issues of concern, including long waiting times for children to access mental health services.

Decision making for S47 enquiries is timely, proportionate and appropriate. There is clear understanding between partners of their roles and good cooperation in information sharing.

South Yorkshire police has recently taken an important policy decision on intervening to address neglect. This has an impact on practice and partners should work collaboratively to ensure that this evolves to be strongly child-centred.

There is a strong focus on a performance driven approach, with robust quality assurance management arrangements and good levels of accountability are clearly evident. There is good and regular reporting and oversight by elected members and corporate management, as well as into the wider partnerships. The scheme of delegation, for example with conference decisions needed to be made at head of

service level, may benefit from review to strengthen professional autonomy for managers. Decision making needs to be clearly recorded in the child's case file.

## **2. Key recommendations**

The peer team was impressed with the arrangements for children's services in Barnsley. The council is driving for continuous improvement from their strong base and whilst no significant areas requiring improvement were identified, there are a range of suggestions and observations within the main section of the report that will inform some 'quick wins' and practical actions to support this. The following are the peer team's key recommendations to the Council:

**Strengthen evidence in documentation of impact on improving children's lives in Barnsley:** Clear evidence of impact needs to be highlighted in case records, audits, reports and summary documentation so that it is clear to children, families, partners, and those who have an interest in Barnsley's work for children

**Review compliance approach and explore opportunities to promote greater professional and child-led autonomy:** The scheme of delegation could be reviewed to ensure decisions are made and recorded at an appropriate level and to ensure that the child's wishes are even more clearly presented

**Robustly challenge partners when the system is not working for children:** Collectively identify and challenge each other on issues that impact across the partnership, for example; waiting lists for mental health, changes in police policy in tackling neglect and any unintended consequences and Children and Family Court Advisory and Support Service's (CAFCASS) use of S38(6), and then present a coherent response to meeting children's needs

**Complete the planned review of early help in the context of findings from peer challenge:** Clearly articulate the early help offer and where this becomes intensive support for children entering social care. Bring together data collection and audit processes so that information is accessible throughout the children's system

**Assure timeliness of PLO, twin-tracking and planning – both in early permanence and throughout the child's journey in care:** Review strategies to ensure that a range of choice is clearly communicated, from early public law and right through the child's journey in care, including where reunification is a positive option for children and their families

## **3. Summary of the peer challenge approach**

Independent, external evaluation and feedback from the sector has endorsed peer challenge as an approach that promotes learning from a sector-led improvement perspective. All local authorities and their partners are constantly striving to improve

outcomes for children but an external and independent view can help to accelerate or consolidate progress.

The peer team was sourced specifically to address the areas of focus highlighted by BMBC. The team consisted of senior colleagues with significant experience of leading and managing children's services within local government, supported by an experienced LGA challenge manager.

### **The peer team**

Peer challenges are delivered by experienced officer peers. Peers were selected on the basis of their relevant experience and expertise and their participation was agreed with you. The peers who delivered the peer challenge were:

- **Sally Robinson**, Director, Children and Joint Commissioning Services, Hartlepool Borough Council
- **Anna Gianfrancesco**, Assistant Director (Safeguarding & Care), Children Families and Learning, Brighton & Hove Council
- **Cliff James**, Head of Safeguarding, Children and Families, Suffolk County Council
- **Tom Savory**, LGA Associate – Children's Social Care
- **Catherine Lomas**, Programme Support Officer, Improvement – Children's Services, LGA
- **Jonathan Trubshaw**, LGA manager

### **The process**

The peer team prepared by reviewing a range of documents and information, in order to ensure they were familiar with the Council and the challenges it is facing. This included two days of reviewing 16 case files before the onsite work. The team then spent four days onsite at BMBC, during which they:

- Heard from over 100 people, including: children and families, lead member, chief executive, senior leadership team, front-line practitioners and managers and partners
- Observed meetings
- Read background documentation
- Undertook visits to families and settings
- Considered at least 40 live records.

This report provides a summary of the peer team's findings. It builds on the feedback presentation provided by the peer team at the end of their on-site visit on Thursday 3<sup>rd</sup> March 2022. By its nature, the peer challenge is a snapshot in time. We appreciate that some of the feedback may be about things you are already addressing and progressing.

## **4. Scope and Focus**

You identified four areas of focus for the peer challenge that were agreed at the beginning of the scoping process, which are listed below:

- Are the Thresholds to Children's Social Care (CSC) right – Could more children be supported with an Early Help Assessment and EH Intervention?
- The proportion of child protection S47 enquiries proceeding to an Initial Child Protection Conference (ICPCC) is very low in Barnsley. Are S47s being initiated too quickly (risk adverse practice) or, should more be being undertaken and progressed to an ICPCC?
- Are Child in Need and Child Protection Plans SMART; do they evidence timely progress for children, with the right support and the right decision made, to meet children's needs in a timely way, at the right level?
- Early permanence planning and stability for children in care; how could this be strengthened?

In addition to the above, the team also considered the role of leadership and management in Barnsley's children's services in ensuring the systems used are operated effectively.

## **5. Main Findings**

### **Leadership and Management**

The lead member for children's services is passionate, well informed of the work in children's social care and a strong advocate for securing necessary resources. He is involved in quality assurance and is visible to the workforce. When there have been challenges to the service, he is seen to take accountability.

The chief executive is well sighted on the quality of social care practice, as well as the challenges in children's services.

The children's services senior leadership team is visible, accessible and know their workers well. Staff spoke highly of their senior managers, some staff said that they had chosen to work for Barnsley, leaving jobs elsewhere or electing to start their careers with the Council. There is a high degree of motivation and commitment to working across partner organisations to ensure the needs of children are best met. However, caseloads remain high for social workers and care staff. The team recognises that the Council has allocated additional resources and is actively recruiting to teams. There is an opportunity through the recruitment process to consider how Barnsley recognises and reflects in the workforce the increasing diversity within the community. There could be greater scrutiny of ethnicity data, both within BMBC and by the partnership. Race is beginning to be talked about and work developed that can contribute to an anti-racist strategy.

There is strong performance driven management accountability and decision making. There may be an opportunity, now that the culture of performance is well embedded, to review the scheme of delegation and where decisions are made to encourage professional autonomy and delegated authority. There appear to be some inconsistencies in the level of where decisions are made. The peer team heard that where a section 47 has been completed and a child protection conference is recommended, this decision is made at head of service level. The peer team heard that this had been a temporary arrangement, due to a significant rise in the numbers of children subject to CP Plans. . Whatever level the decision is made, the decision itself and the reason for this needs to be clearly recorded in the child's case file.

The peer team heard evidence of strong leadership and management at all levels of the Council. There is currently a gap at some of the Heads of Service posts in children's services and there are plans to recruit to these vacancies. Senior leaders and managers have a clear line of sight on front-line practice, undertaking visits and conducting case file audits.

Policies, processes and procedures are strong with evidence of compliance. There is a strong emphasis on a relational way of working and the model of restorative approaches is well embedded. However, the case files that were sampled did not always clearly identify and highlight the impact of the interventions undertaken. A clear statement of "*and for the child this means...*" would demonstrate how actions are making changes for children. There is a rigorous approach to case file auditing with a clear focus on compliance. There are opportunities to now ensure that impact is also identified and highlighted.

The peer team heard evidence of long waiting lists for mental health services for children. In some meetings it was said that waiting times could be up to two years. A collective partnership challenge needs to be made to minimise the impact of waiting times on children for whom a need has been identified.

There are separate quality assurance arrangements for early help and social care. There is an opportunity to bring the systems together for sharing expertise and information as well as learning about how the two systems could better support families.

South Yorkshire police have made a purposeful, strategic policy decision in relation to their response to neglect. This is seen to be part of their early intervention and prevention strategy, reducing the likelihood of future exploitation, anti-social behaviour or crime and disorder. There is a need for all partners to understand how this important policy is delivered in a child-centred way and there may be opportunities for sharing supportive and relational practices.

### **Are the thresholds to Children's Social Care right?**

In the view of the peer team the thresholds into CSC in Barnsley are appropriate, proportionate and the response is timely.

There is a strong early help offer, in particular the response through universal services is impressive. There are high numbers of common assessments and lead practitioners are well embedded at single agency level where need is first identified. The targeted early help service is responsive to need, delivering a range of interventions and support to families that is helping prevent escalation.

There was a reduction in early help activity over the summer of 2021 due to the implementation of the new recording system. Numbers of cases are beginning to increase. The trend is being monitored to ensure that there is sufficient early help capacity to meet the needs of the children coming forward.

There was evidence of strong step-up/step-down arrangements in relation to early help. Where cases are stepped up into social care, the worker stays with the family to support the plan, co-working with the social worker, to ensure there is continuity in the relationship. The early help worker is therefore well sighted on the intervention and continues their relationship with the family when the case is stepped down from social care. The role of family support workers in complex social care cases is described as intensive early help. However, as these cases are already in social care this may be better described as intensive support. It is recognised that the case workers are providing a real benefit to these families and this may impact on the capacity for targeted support at the early help stage as resources are being pulled further up the system.

Early help workers have high caseloads and are provided with bi-monthly supervision. Given the level of workload and complexity of some of the cases it may be worth considering whether the management oversight through supervision is providing the level of assurance that you are seeking to establish in other parts of the social care system.

There was evidence that the communities within Barnsley received bespoke early help support, with groups focussing on their specific needs, supported by out-reach workers and open to anyone who could benefit by attending. However, the peer team heard from some staff regarding a variable level of some partners' engagement in early help. There are opportunities to further engage partners, including midwifery and housing so that they are fully involved and know the pathways in and out of early help.

Currently the early help systems and data are separate from social care. There may be an opportunity to bring these together when the new information system for social care is introduced so that data supports the flow of work that is already seen in practice.

### **Are S47s being initiated too quickly?**

The peer team found that the decision making for S47 is timely and appropriate. The needs presented warrant a S47 investigation and the right children are receiving the S47 enquiries. Children are not being brought unnecessarily into a more intrusive system.

There is good multi-agency representation in MASH. The whole MASH team works well together to effectively gather and screen information. Information is efficiently shared and there is good collective decision making on how best to respond to the presenting needs. There was a perception that health colleagues were not consulted as fully or in as timely a way for them to be most effective. This may be due to the statutory responsibilities of social care and police. However, it may be that the voice of health partners could be strengthened so that they are more fully presented in the decision making process. Whilst there was recognition that police officers need to rotate through duties there was also a wish expressed for more consistency in personnel. It takes time for partnership working to become embedded and effective.

Within the MASH there is effective file auditing and quality assurance taking place across and between the multi-agency teams. This ensures that the decision making remains consistent and proportionate.

The team was made aware of the conscious policy approach from police to engage in S47 enquiries. Around 50-60% of S47 investigations are undertaken jointly with the police and whilst this may appear to be high it reflects South Yorkshire policy to intervene to address possible neglect. This is a significant change in policy, which could be more fully articulated across the partnership so that there is greater understanding at an operational level. This in turn would help the police evolve their practice in how they are responding as the team heard of instances where police decisions taken were not child centred or necessarily proportionate, for example the removal of children at midnight.

There are plans to move to a Single Point of Access (SPA) for mental health services and the social care front door. The peer team heard from several interviewees that children and young people had experienced long waiting times to access these services. Caution should be given to the role and responsibilities of the local authority in the SPA in responding to complex cases, so that more work is not presented back to social care because of the challenges of waiting lists.

Decision taking and rationale for progression to child protection conference is not consistently recorded. The peer team heard that decisions as to whether to progress are taken to a head of service but that this is not recorded as a management decision in the case record.

### **Are Child in Need and Child Protection Plans SMART?**

The dip sample of 16 cases reviewed prior to the on-site work identified that plans for children were put in place in a timely way. Whilst sitting with social workers, the peers saw strong evidence of family led plans – plans were produced with and by the family, for the family and owned by the family. This demonstrated strong facilitative practice from the social workers, supporting and empowering the families to put their plans together that led to less adversarial work to safeguard the child.



Not all plans reviewed by the team, both before the on-site work and whilst we were with you, are SMART. For example, not all cases were specific in describing timeline/deadlines with the vague phrase “on-going” being used instead.

Your data shows that 99% of your core assessments are concluded by 45 days. This is excellent performance in terms of the timeliness of assessments for families. The quality and completeness of the assessment is critically important to the effectiveness of future planning. There may be benefit in reviewing whether the needs of the child would be better benefitted by extending the timescales in some cases.

There is clear use of advocacy in child protection conferences to help children understand and access plans. The commissioned service works well and talks to children in a language that they understand as to what their plan means for them, being clear on what is going to happen and what is important for them. However, during observations of some meetings about children the team noted that information from some of the points discussed and the required actions noted do not always follow through to be recorded into the plan.

There is strong evidence of direct intervention work with children and families. Practitioners work to get the views of children so that their wishes and needs are well communicated. The peer team were told that the Graded Care Profile was embedded as a tool for practice in neglect cases that supported families to understand the concerns, what needed to change and tracked progress and improvement throughout the period of intervention. However, there is limited evidence from the case files reviewed and observations of meetings that the graded care profile is being used in practice.

Transfer meetings are held when cases move from the team undertaking the assessments to long-term teams. These make sure that for the families the transition between two teams is as seamless as possible so that families are not having to retell their stories.

There is strong evidence of awareness and grip for those children, subject to Child Protection Plan (CPP), who are electively home educated. Workers recognise and respond to the additional vulnerability for those children who are not in school. However, in meetings observed by the peer team the plan was not always used to maximum effect to focus the core group, discuss the implementation of the plan and what is improving for this child as a consequence and being assured that the plan is effective.

### **How could early permanence planning and stability for children in care be strengthened?**

It is the view of the peer team that children in care are served well in Barnsley.

The implementation and expansion of the Mockingbird foster care hub model is working well, it is spoken highly of by social workers, partners and carers. It is seen as being an

excellent model of practice that is working well to support children and young people and those we spoke to consider should be an aspiration for all placements. Although it is recognised that this might not be possible, it is seen as a way of keeping children local in Barnsley. The fostering service's support for carers is strong and is valued by the foster carers. Their work is underpinned by an effective and well regarded training offer.

The peer team heard from some children that they felt they were not always communicated with in a timely way when there were changes in their social worker. They acknowledged that they were informed of changes, but not as quickly as they would like. Some partners reported their perception was that there is a turnover of social workers that has led to some inconsistency in relationships. The peer team recognises that BMBC is working hard to stabilise the workforce and is actively recruiting social workers.

There is a relatively low use of Section 20 accommodation for older children in Barnsley with a higher level of proceedings being issued for these children. There is an opportunity to explore increasing flexibility and the use of S20 accommodation so that older children can become looked after for shorter periods of time and are supported without necessarily going into court proceedings. The potential for reunification to birth family in these circumstances, combined with intensive family support, could reduce the number of older, young people remaining in care. The recent creation of a dedicated social work post, jointly funded by Housing and Children's Services, to work with vulnerable young people presenting with housing needs is a very positive development and is already having an impact. There is a recognised need to extend the range of housing options for vulnerable young people.

BMBC is highly regarded by local judiciary. They have confidence in the leadership of Barnsley, the authority as a whole and in the practice of officers in terms of the court statements and care plans. Care proceedings are issued in a timely way with good scrutiny arrangements and tracking so that drift and delay is minimised.

There appears to be practice by the local court using Section 38(6) of the Children Act 1989 that allows for children to be placed with families under assessment subject to an interim care order but not under connected carer arrangements. This is well understood by senior leaders and legal services and primarily arises where the local authority has completed a negative viability assessment of relatives and parents, but this is challenged in court. This practice may be promoted by CAFCASS and specific to South Yorkshire as members of the peer team were not familiar with the regular use of these arrangements. The practice would benefit from being more widely considered and understood together with local judiciary and CAFCASS, so that there is assurance around the status of children placed under this section.

Barnsley is a good performing authority in adoption and special guardianship. Children in foster care speak highly of their carers, saying that they feel well cared for and listened to. There is evidence of good planning to support fragile placements with early identification of where placements may be vulnerable to breakdown. There is a wrap-around response to ensure that placements are properly supported at an early stage. Assessing for permanence outside of the care system is effective and integrated.

There is a proactive approach to looking into and reaching out to the wider family network to find options for children, so that they remain living within their families. Reunification for children in care with their families was a clearly articulated outcome when working with children. However, reunification was not seen as proactive, permanence option for consideration within strategies and these could be strengthened by its inclusion.

There is a rigorous system of regular visiting for children in care. However, some children in stable, long-term placements told the team that they would welcome a less frequent visiting arrangement. In certain cases, there are opportunities to listen to, reflect and act upon children's expressed wishes, whilst continuing to ensure their safety and wellbeing.

The peer team observed some conferences and reviews where there was good evidence of effective chairing arrangements. There was also evidence that the Independent Reviewing Officer (IRO) arrangements were strong and effective. The experienced team of IRO's and Case Conference Chairs have worked with higher caseloads as a result of vacancies in the service, at the same time as there has been an increase in the numbers of children with child protection plans and children in care. This has stretched the capacity of IRO's to check, monitor, and challenge, and whilst the team carries a blended caseload, the administrative support is not consistent across conferences and reviews.

There is an opportunity to improve the timeliness of permanence planning in the pre-court phase (Public Law Outline (PLO)) and during early proceedings. We saw evidence of planning for permanence in preparation for the second review and practice could be strengthened by exploring family networks for permanence options at an earlier stage. This would lead to twin-tracking and early completion of viability assessments up-stream, so that the range and options for children are considered early and promote proactive planning and decision making. Permanence options prior to initiating care proceedings should be considered to include the point that a child enters care through to the permanence option being achieved. Consideration should be given to the benefits of integrating the two PLO and Permanence Trackers in order to provide end-to-end oversight of the whole system.

The peer team heard that there are some cases where proceedings are initiated on the day of the child's birth. The late notification of safeguarding concerns regarding unborn babies impacts on permanence planning and sensitivity to mother's who have recently given birth. Working with partners earlier on in pregnancy would help put arrangements in place in a less intense manner and support early planning and engagement of the family.

## **6. Next Steps**

We hope that you will find the above findings to be a considered and true reflection of the discussions we had with you, your staff, your partners and families in Barnsley. You and your colleagues will now want to consider how you can incorporate the peer team's

findings into your ongoing planning. Relevant details are included below should you wish to access further support via the LGA.

For further improvement support you can contact the LGA's Principal Advisor for North East, Yorkshire and Humber and East Midlands: Mark Edgell (07747 636 910 or [mark.edgell@local.gov.uk](mailto:mark.edgell@local.gov.uk) ) or the Children's Improvement Adviser for North East, Yorkshire and Humber and East Midlands: Rachel Dickinson (07557 903229 or [rachel61dickinson@gmail.com](mailto:rachel61dickinson@gmail.com) )

Once again, thank you for participating in this review and please pass on our gratitude to everyone involved, particularly Lisa Loach for her preparation work and day-to-day support of the peer challenge.

**BARNSELY METROPOLITAN BOROUGH COUNCIL**

**REPORT OF: INTERIM EXECUTIVE DIRECTOR OF CHILDRENS SERVICES**

**TITLE: ANNUAL MAKE YOUR MARK RESULTS 2022**

<b>REPORT TO:</b>	<b>CABINET</b>
<b>Date of Meeting</b>	<b>18 May 2022</b>
<b>Cabinet Member Portfolio</b>	<b>Children's Services</b>
<b>Key Decision</b>	<b>No</b>
<b>Public or Private</b>	<b>Public</b>

**Purpose of report**

To provide Cabinet with information and headlines on the 2022 annual Make Your Mark (MYM) consultation for young people. This report is for information purposes.

**Council Plan priority**

The Make Your Mark national consultation exercise is one of a range of initiatives delivered through Barnsley Council's Youth Voice and Participation network, all of which have the purpose of ensuring young people have their voices listened to and can participate in decision making processes. This accords with The Council Plan priority of a 'Learning Barnsley' which ensures that young people have access to lifelong learning opportunities and that they can achieve the best possible outcomes through improved attainment and achievements.

In the Children and Young People's Plan (2019-2022) six strategic priorities align with the values underpinned within the Make Your Mark consultation, recognising that young people who participate are more likely to develop into active citizens who make a positive contribution to the Borough. The results of the most recent Make Your Mark consultation will feed directly into an updated Children and Young People's Plan to inform the identification of priorities for the future.

**Recommendations****That Cabinet:**

- 1. Receive, endorse and promote the priorities identified by young people through the National Make Your Mark ballot for the duration of the campaign period.**

- 2. Elected members recognise the significance and scale of the MYM ballot and champion the issues identified by Barnsley's 11-18-year-old population through their own locality arrangements, consultation mechanisms and commissioning of services for young people.**

## **1. INTRODUCTION**

- 1.1** Barnsley's Targeted Youth Support Service employs a specific team of youth workers with the purpose of engaging young people in Youth Voice and Participation activity on a local, regional and national level primarily through the work of Barnsley's elected Youth Council, Care4Us Council and the SEND Youth Forum and their engagement with the represented peers.
- 1.2** The team actively supports young people and the most vulnerable to get their voices heard and influence decisions which affect them and their lives, providing young people with a variety of opportunities to meaningfully participate working with Secondary Schools, College, the community and voluntary sector and a range of partner organisations and across Barnsley MBC's Business Units.
- 1.3** Regional and national work with the United Kingdom Youth Parliament and British Youth Council is organised and supported by the service. MYM is centrally managed by the British Youth Council (BYC), a youth led charity which aims to empower young people across the UK to have a say and be heard. It is the single largest youth consultation and has been happening annually since 2011. Each year the Youth Voice and Participation Team are responsible for the local delivery of the annual MYM consultation and take a lead on facilitating and encouraging access to voting opportunities for young people.
- 1.4** Hearing and responding to the views of the child and young person is an essential requirement of continuous service improvement and something which Barnsley MBC and its partners are fully supportive of.
- 1.5** Due to the ongoing challenges of the Pandemic, the 2021 MYM process was pushed back from Autumn 2021 and was scheduled to take place instead throughout February 2022. This time it included broader themes which were not separated into UK/Devolved topics and were agreed in the absence of The House of Commons annual debate by members of the Steering Group and Members of Youth Parliament (MYP) using the 2020 manifesto as a basis to vote on the chosen themes.
- 1.6** In 2022, for the first time the British Youth Council made the bold move to allow Local Authorities to choose to combine the UK consultation with their Member of Youth Parliament (MYP) or Youth Council elections in order to streamline the way in which we hear young people's voices. This approach was a sizeable task and would not have been possible without the ongoing support from dedicated local authority workers across the UK. Here in Barnsley, we instead combined our biannual Youth Council Elections with the Make Your Mark consultation so that our MYPs could then be elected from the successful Youth

Council cohort which follows the trajectory of previous MYP elections.

- 1.7 The idea to have broader themes for MYM 2022 will mean newly elected Members of Youth Parliament and Youth Councils across the country will be able to conduct localised research to better understand how an issue impacts upon the communities and the young people they stand to represent.
- 1.8 Educational settings were encouraged to take part in the MYM ballot at the same time as the election of a new Youth Council and the Targeted Youth Support Service worked alongside schools and college to streamline the process and make the voting system as simple as possible. To aid this, votes were cast both physically and virtually with little disruption to the academic calendar. Schools were supported with prepared materials so that students were briefed prior to casting their votes.
- 1.9 Eleven secondary schools and almost all Barnsley College sites took part in the dual MYM and Barnsley Youth Council Ballot.
- 1.10 The total number of votes cast in the 2022 MYM Consultation nationally was 434,492 with Barnsley's eligible young people contributing to 7,758 of those votes. This amazing result ranks Barnsley 7<sup>th</sup> nationally based on percentage turnout (35.19%) and 14<sup>th</sup> nationally based on number of votes.
- 1.11 Barnsley's young people voted for the following three topics as their priority areas;
  - Jobs, Money, Homes and Opportunities (1,894)
  - Health & Wellbeing (1,751)
  - Environment (1,197)
- 1.12 Barnsley's results were then combined with the rest of the regional/national results to identify the top three national campaign themes. These are;
  - Health & Wellbeing (93,023)
  - Jobs, Money, Homes and Opportunities (81,068)
  - Education and Learning (77,470)
- 1.13 The local and national results will now help form the structure of Barnsley's newly elected Youth Council work plan for at least the next twelve months alongside the ongoing campaign themes. Youth Councillors, MYPs and Barnsley's Young Mayor will seek to use the views of young people to improve services and inform relevant strategic developments.

## **2. PROPOSAL**

- 2.1 The MYM consultation results are significant in terms of the scale of young people consulted with as part of the ballot process. The results that have emerged locally and nationally will be used to shape and support young people's involvement and engagement in several other new and emerging strategies.

### **3 IMPLICATIONS OF THE DECISION**

#### **3.1 Financial and Risk**

There are no direct financial implications arising from this report. The report relates to the Council providing opportunities to ensure a broad participation in the MYM consultation and future campaigns.

#### **3.2 Legal**

There are no legal matters to be considered within this report as this is for information purposes.

#### **3.3 Equality**

An Equalities Impact Assessment is not applicable in this report as this is for information purposes only.

The MYM consultation agenda has been developed by young people for young people and is therefore representative of young people's needs in relation to any area of equalities. MYM is an inclusive event which any young person aged 11 -18 years can participate in regardless of school or setting as part of the wider youth voice and participation infrastructure within Targeted Youth Support.

#### **3.4 Sustainability**

This report is for information purposes for cabinet and as there are no decision implications, there is no requirement to complete a decision making wheel exercise.

#### **3.5 Employee**

There are no employee implications arising from the content of this report or its sharing across services and partners.

#### **3.6 Communications**

The success and results of Barnsley's MYM campaign and Barnsley's Youth Council Election was published in a press release which can be accessed via the link below and also featured on the Council's official website and social media pages.

<https://www.barnsley.gov.uk/news/young-people-get-involved-have-their-say-and-make-their-mark/>

### **4. CONSULTATION**

- 4.1** The MYM Campaign is organised and delivered locally through Barnsley's Targeted Youth Support Service with the support and co-operation of partners from the Barnsley Schools Alliance. Young people from across the Borough



have been instrumental in making this year's turnout a success and supporting Barnsley to maintain its long standing high participation rate in what is the single largest consultation exercise with young people at a national level.

## **5. ALTERNATIVE OPTIONS CONSIDERED**

- 5.1** There are no alternative approaches for consideration. Barnsley's Youth Voice network provides a single strategic infrastructure to support young people's engagement in democratic processes and is inclusive of other forums for vulnerable groups of young people who may not otherwise be able to participate. The service works in partnership with other partners and stakeholders to ensure representation from across the borough and its localities.

## **6. REASONS FOR RECOMMENDATIONS**

- 6.1** The annual MYM consultation is an integral campaign with the Children's Service calendar of events that supports the determining of priorities within Directorate and across the wider Council and its partners. The event helps to demonstrate the importance of listening to young people and understand the issues which are of most importance to them on a local and national platform.
- 6.2** Raising participation and aspiration amongst young people fosters ambition, both of which help to lay the foundations for a culture of lifelong learning and personal development. MYM is one of many strands of work across the Children's Services Directorate which promotes young people enjoying and achieving; enjoying life, its opportunities and achieving their full potential, all of which help to reduce the impact of poverty and negative experiences in their lives

## **7. GLOSSARY**

- 7.1** Not applicable

## **8. LIST OF APPENDICES**

- 8.1** There are no appendices to this report

## **9. BACKGROUND PAPERS**

- 9.1** If you would like to inspect background papers for this report, please email [governance@barnsley.gov.uk](mailto:governance@barnsley.gov.uk) so that appropriate arrangements can be made

**10. REPORT SIGN OFF**

<b>Financial consultation &amp; sign off</b>	<i>Joshua Amahwe (29/03/22)</i>
<b>Legal consultation &amp; sign off</b>	Legal Services officer consulted and date <b><i>Jason Field 04/04/22</i></b>

**Report Author:** Nina Sleight  
**Post:** Service Director (Education, Early Start and Prevention)

**BARNSELY METROPOLITAN BOROUGH COUNCIL**

**REPORT OF:** Executive Director of Core services and  
Service Director for Regeneration and Culture

**TITLE:** Westgate Plaza and Smart Working

<b>REPORT TO:</b>	<b>Cabinet</b>
<b>Date of Meeting</b>	<b>18 May 2022</b>
<b>Cabinet Member Portfolio</b>	<b>Cabinet member for Core Services and Cabinet member for Regeneration and Culture</b>
<b>Key Decision</b>	<b>Yes</b>
<b>Public or Private</b>	<b>Public</b>

**Purpose of report**

The purpose of this report is to inform members of improvements being made in Westgate Plaza and to seek approval for progressing the improvements identified in our Smart Working Programme.

**Council Plan priority**

Enabling Barnsley  
Growing Barnsley

**Recommendations**

That Cabinet:-

- a) Recognises that Westgate will become the main Town Centre office for the workforce;**
- b) Accept that to accommodate hybrid working the asset needs to be repurposed thus creating a modern working environment; and**
- c) Agrees that the Council spends the money outlined in this paper to improve the infrastructure of the asset.**

## **1.0 Introduction**

- 1.1 In 2007, we moved into Westgate Plaza under a new lease agreement. The Corporate Asset Strategy 2017-2020 presented to Members identified the need to rationalise town centre accommodation. We bought Westgate Plaza from the Landlord for a sum of £18M and agreed to review the use of Gateway Plaza office space.
- 1.2 It has been agreed that Gateway Plaza will no longer be used by Council services as an office base, but that we will seek further rental income for the building as part of our wider commercial approach and the ambitions of the Growing Barnsley theme of the Barnsley 2030 strategy.
- 1.3 Since we occupied Westgate Plaza in 2007, we have spent a limited amount on the building for general lifecycle replacement of items including the refresh and refurbishment of office furniture, breakout spaces and carpets, as well as works to make the building inclusive and accessible.
- 1.4 This report is set against a backdrop of the ongoing and emerging national transformational policy change and best practices that began with the Government's 'Working without Walls' in 2004 and the subsequent 'Working Beyond Walls' in 2008.
- 1.5 As part of the 2022/23 budget setting process, on 24 February 2022, Full Council approved £5M from the council's capital programme to invest in the council's asset base.
- 1.6 The furniture in Westgate Plaza no longer meets our needs or our work styles. We have changed dramatically over the last 15 years. The rollout of digital, more agile technology such as laptops and Microsoft 365, and the adoption of paperless processes means people don't need to have the desks and equipment that they once needed.
- 1.7 In February 2022, Cabinet discussed 'Barnsley is our Office', a hybrid way of working that focuses on increasing our face-to-face contact and collaboration, rebuilding what has inevitably been lost in the culture of the organisation from people having to work from home for a long period of time. They agreed to a starting point to move forward from Monday 4 April 2022, where most staff and teams should work flexibly across Barnsley for three days a week (pro-rata for part-time staff).
- 1.8 The need to invest in Westgate Plaza was recognised and the pandemic has offered an opportunity to progress our Smart Working Programme with improvements to Level 1 and to begin the process of making improvements throughout the building. Level 1 at Westgate has undergone works to convert the previous floorplate arrangement to a collaboration hub, which offers a wide variety of drop-in workspaces to support for different types of working.

- 1.9 Our Barnsley is our office approach started from 4 April 2022, with a phased opening of levels 2 to 5. We're communicating regularly with managers and staff on this process.

## 2.0 Proposals

- 2.1 To facilitate our Barnsley is our office approach, work areas on levels 2 to 5 in Westgate Plaza need to be improved. We want the building space to be inclusive, accessible, modern, efficient, and effective with workspaces including project tables and quiet pods for confidential working, new carpet tiles and refreshed facilities in the kitchens and toilets.
- 2.2 It's proposed that this will be funded as part of the £5M allocated from the council's capital programme to invest in the council's asset base agreed by Full Council on the 24<sup>th</sup> of February 2022.
- 2.3 The table below provides an initial estimate of the key elements of the proposal:

Item	Expenditure
Workspaces (desks and booths)	£333k
Building facilities refresh (kitchens and toilets)	£200k
Floor coverings	£180k
Refresh of breakout spaces	£10k
<b>TOTAL</b>	<b>£723K</b>

- 2.4 Some electrical and soft furnishing works will also be required, although cost estimates for these have not yet been received.
- 2.5 In addition, the roof at Westgate will be replaced. This will involve removing the current membrane and been replaced with a higher specification to drive energy efficiency. Once this work has been completed solar panels will be installed to achieve optimal efficiency from the building , purchased through the Public Sector Decarbonisation scheme where the council has secured £5.6M.

## Benefits

- 2.6 This is a proposal that benefits our staff, our organisation, and the people who use our services. We can ensure our organisation maintains a substantial base in the Town Centre and allows us to connect more closely with our residents across the borough.
- 2.7 We have made use of the YPO office furniture framework to procure the new furniture at speed and for maximum value for money, with some additional discounts being negotiated as part of the process.
- 2.8 We have sourced local suppliers who can recycle and reuse the furniture removed from the building.

- 2.9 Further to the works outlined in 2.5, Energy-efficient LED lighting has been installed throughout the building which further supports a reduction in carbon emissions as part of our wider Zero-40 Strategy and Sustainable Energy Action Plan (SEAP).
- 2.10 A refreshed layout supports joint working between services, enhancing cohesion within the organisation and improving collaboration between colleagues, supporting the Barnsley is our office ethos.
- 2.11 The refreshed and repurposed spaces will be accessible and inclusive for all.
- 2.12 This approach provides better opportunity to generate income by letting high-quality surplus accommodation support our revenue budget and Medium-Term Financial Strategy.
- 2.13 Associated works are also being progressed under the Localities Theme, with plans coming forward for further workspace improvements in our wider estate across Barnsley.

### **3. IMPLICATIONS OF THE DECISION**

#### **3.1 Financial and Risk**

The financial implications of the proposals have been discussed with representatives of the Service Director Finance (S151 Officer).

As highlighted in the introduction, the Council took occupation of Westgate Plaza in 2007 via a 25-year lease. A decision was subsequently made in 2018 to purchase the property from the then owner, which enabled the Council to benefit from annual cost savings on the lease due to the low interest rate environment at the time (in accordance with the agreed Treasury Management Strategy).

Over this period, while the building has been maintained, this has been to the minimum level required with no significant works being undertaken to date. It is therefore considered appropriate to invest in what is a significant council asset, bringing it up to date while also adhering to the requirements of relevant legislation e.g. The Equalities Act.

During 2019/20, and in line with our Digital First and Smart Working programmes, we took the decision to set aside £0.250M to undertake a proof-of-concept refurbishment programme on level 1 of Westgate Plaza. Although delayed by the COVID 19 pandemic, these works have now been completed, with level 1 being reimagined into a collaboration hub, offering a wide variety of drop-in workspaces to cater for different types of working.

As outlined in 2.2 the works will be funded from the £5M allocated from the council's capital programme to invest in the council's asset base agreed by Full Council on the 24<sup>th</sup> of February 2022.

Further to the works outlined in 2.3, to facilitate the installation of solar panels to the roof of Westgate to further improve the energy efficiency of the building, as well as future proofing the build to prevent damage from flooding etc, the roof covering will also be replaced and strengthened. It is estimated that this will cost in the region of £0.5M. These costs will be funded from the Council's planned maintenance budget.

Prompted by the pandemic, changes to workstyles, office use & other associated expenditure has enabled savings to be brought forwards to accelerate our wider plans. Initial proposed savings of £750k in 21/22 were realised, with future years savings being considered as part of the Council's Medium Term Financial Strategy.

The table below provides a summary of the actual savings made against 21/22 budgets, the initial £750k plus additional savings of £65k, totalling £815k. The savings made range between 5%-20% of overall expenditure budgets shown below.

<b>Expenditure Type</b>	<b>Budget % Saving</b>	<b>Total Saving</b>
Conferences & Seminars	20%	<b>£147k</b>
Car Mileage	20%	<b>£159k</b>
Equipment, Furniture and Materials	10%	<b>£195k</b>
Office Expenses	5%	<b>£61k</b>
Stationary	20%	<b>£253k</b>
<b>TOTAL</b>		<b>£815k</b>

Full financial implications can be found in Appendix A attached to this report.

### **3.2 Legal**

None

### **3.3 Equality**

The Equality Impact Assessment identifies a range of actions and mitigations that are being undertaken within the overall programme, with the aim to create inclusive, accessible, modern workspaces.

### 3.4 Sustainability



There are no negative impacts, materials no longer required are being recycled and our new workstyles enable reductions in building and vehicle carbon emissions across our organisation.

### 3.5 Employee

There are many positive employee implications for our approach, including improved collaboration with colleagues and increased flexibility.

### 3.6 Communications

The Barnsley is our office approach is being supported by a comprehensive internal communications strategy with the aims of providing information and guidance for staff and supporting culture and behaviour change across the organisation.

Regular discussions are being held with the Trade Unions.



#### 4. CONSULTATION

Colleagues and services across the Council have been consulted with, including Finance, Human Resources and Facilities Management

#### 5. ALTERNATIVE OPTIONS CONSIDERED

5.1 N/A

#### 6. REASONS FOR RECOMMENDATIONS

6.1 It is felt that the recommended approach will provide the benefits that have been set out in this report.

#### 7. GLOSSARY

N/A

#### 8. LIST OF APPENDICES

Appendix A: Financial Implications

#### 9. BACKGROUND PAPERS

N/A

#### 10. REPORT SIGN OFF

<b>Financial consultation &amp; sign off</b>	<i>Please see signed Appendix A which outlines the financial implications with required signature.</i>
<b>Legal consultation &amp; sign off</b>	No Legal Implications  <b>Jason Field</b> <b>11/04/22</b>

**Report Author:** Michael Potter

**Post:** Service Director for Business Improvement, HR & Communications

**Date:** 18 May 2022

This page is intentionally left blank

**Report of the Executive Director -Core and Place****FINANCIAL IMPLICATIONS****Changes to Westgate - Phase 2**

i) <b><u>Capital Expenditure</u></b>	<u>2022/23</u> (£)	<u>2023/24</u> (£)	<u>2024/25</u> (£)	<b>Total</b> <b>(£)</b>
<u>Carbon Reducing Measures at:</u>				
Desks / Booths	333,000			<b>333,000</b>
Toilets and Kitchen Refurbishments	200,000			<b>200,000</b>
Floor Coverings	180,000			<b>180,000</b>
Breakout Space Furniture	10,000			<b>10,000</b>
Electrical works and soft furnishings (tbc)	277,000			<b>277,000</b>
Roof Works	500,000			<b>500,000</b>
	<b>1,500,000</b>	<b>0</b>	<b>0</b>	<b>1,500,000</b>
<b>To be financed from:</b>				
2022/23 Capital Investment Programme	1,500,000			<b>1,500,000</b>
	<b>1,500,000</b>	<b>0</b>	<b>0</b>	<b>1,500,000</b>
ii) <b><u>Revenue Effects</u></b>	<u>2022/23</u> (£)	<u>2023/24</u> (£)	<u>2024/25</u> (£)	<u>Future Years</u> (£)
	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>To be financed from:</b>				
	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Net Revenue Position</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

\* Assumes all properties completed and occupied from 1st April 2021

**Impact on Medium Term Financial Strategy**

Not applicable in this report

Agreed by: .....



.....On behalf of the Service Director-Finance, Section 151 Officer

This page is intentionally left blank

**BARNSELY METROPOLITAN BOROUGH COUNCIL**

**REPORT OF:  
EXECUTIVE DIRECTOR PLACE**

**UNNAMED ACCESS ROAD to Darton Primary School, Darton, Barnsley**

**Proposed waiting restrictions**

<b>REPORT TO:</b>	<b>CABINET</b>
<b>Date of Meeting</b>	<b>18<sup>TH</sup> May 2022</b>
<b>Cabinet Member Portfolio</b>	<b>Environment and Transportation</b>
<b>Key Decision</b>	<b>No</b>
<b>Public or Private</b>	<b>Public</b>

**Purpose of report:**

The purpose of this report is to consider the public responses (6 objections and 1 support) received during the Public Consultation stage for the proposal to introduce no waiting at any time restrictions along the Unnamed Access Road leading to Darton Primary School; and

To seek approval to reconsider the proposals in light of the responses and implement the restrictions as originally advertised.

**Council Plan priority:** No

**Recommendations:** That Cabinet:

- 1. Agrees that the objections received be rejected for the reasons set out in the report and the objectors informed accordingly.**
- 2. Approves the proposal to enact a Traffic Regulation Order (TRO) to introduce 'No Waiting at Any Time' and 'No Waiting – Mon to Fri – 8.15am to 9.15am & 2.45pm to 4.30pm' restrictions on the Unnamed Access Road leading to Darton Primary School, Darton, as shown on Appendix 1 of the report submitted.**
- 3. Authorises the Head of Highways and Engineering and the Legal Service Director and Solicitor to the Council to make and implement the Traffic Regulation Order.**

## **1. INTRODUCTION**

- 1.1** The current primary school was constructed in 2007 and was a replacement for the original School sited at the Station Road/Sackup Lane junction. The School has a capacity of 210 pupils, 26 nursery school places plus associated staff. All staff parking is accommodated on-site.
- 1.2** The School is accessed via its own unnamed access road leading from the Station Road / Sackup Lane / Darton Lane crossroad junction. At the time of the School's original development in 2007, some no waiting and 'School Keep Clear' road markings were installed on both Station Road and the unnamed access road by the developer and subsequently maintained by the council.
- 1.3** In recent years, both resident parking and parent drop off/pick up parking has become an increasing problem immediately outside the school, and along the access road into the crossroad junction; to the extent that the whole area has become congested and obstructed.
- 1.4** Public Bus services also operate along Station Road and Sack Up Lane. The Station Road services operate from a stop located immediately on the south side of the crossroad junction, adjacent to the access road.
- 1.5** It has become evident that the original road restriction markings installed by the developer were not formally adopted or enacted by the Council and regularly suffer from abuse and contraventions by parents and residents, with no possibility of enforcement.
- 1.6** At School drop off and pick up times, and due to inconsiderate and obstructive parking, the area becomes heavily congested, and obstruction of the public highway occurs. Overnight parking by residents results in footway parking and access obstruction. This significantly increase the risk of conflicts and collisions at the junction and effects visibility and access along the length of the unnamed access road to the school entrance.
- 1.7** The unnamed access road also serves as an access road to the rear of properties on Darton Lane and dedicated resident parking spaces opposite the School itself.
- 1.8** To add to this mix of concerns, a new housing development is currently undergoing a formal planning application on the former School site to the north of Station Road. Part of the design of this new development includes a 4-arm roundabout at the location of the old School site and the current crossroads.
- 1.9** A full review of all the existing road markings, the current road and traffic issues being experienced, and the design/planning for the new housing development has been undertaken.

## **2. PROPOSAL**

- 2.1** Given the uncertain nature of the final design for the new 4-arm roundabout, it is proposed to only adopt and legalise the existing no waiting at any time road markings on the unnamed access road, but to slightly amend one section on the north-western kerb line to allow restricted time waiting to facilitate resident

parking.

- 2.2** Due to the expected design/plan for the new 4-arm roundabout, it is proposed to leave all the existing markings and Bus Stop on Station Road in place, without formal adoption or legalisation. These markings will all be directly affected by the new roundabout and will be removed/excavated in due course.

**3. CONSIDERATION OF OBJECTIONS/SUPPORT**

The 6 objections and 1 support received were recorded, and each is summarised below.

The Head of Highways and Engineering comments in response to these submissions follow in Section 4.

**1. *Resident – Objection.***

- Local residents would have nowhere to park.
- Road outside house would become a bottleneck preventing larger vehicles getting through.
- Believes that there are also plans to build a roundabout on Station Road which would cause further chaos.
- The School has no knowledge of the proposals.

**2. *Unknown location - Support.***

- Supports the proposals but wants them to be extended on to Station Road/Darton Lane.
- Never sees any enforcement and wants a commitment from the Council for any restrictions to be enforced.

**3. *Resident – Objection.***

- Proposals move the problem to other roads in Darton and not eradicating the issue of how parents park to take their children to School.

**4. *Resident - Objection.***

- Do not take in to account any parking required by residents.

**5. *Resident - Objection.***

- The access road is used by both residents and visitors to park, where will we/they park now?
- Parents already park 'bumper to bumper' on and near the junction. This will only cause more parking on Darton Lane.

**6. *Resident - Objection.***

- Where are residents expected to park?
- This will make the road dangerous, especially for the School Crossing Patrol.

- No's 1 to 15 Darton Lane do not have off-street parking available.

#### **7. Resident - Objection.**

- No's 1 - 15 Darton Lane lost their off-street parking when planning was granted to the house now built at the rear of the properties.
- The 9 parking spaces on the access road are never available due to parent parking and other residents using them.
- Resident's carer lives in Leeds. Worried where they will now park when attending house?
- Why can't cars be allowed to park on the south side of the access road?
- Believes Council should never have granted planning to the house behind property.
- Suggests parking be controlled between 8am to 5pm (Mon to Fri).

#### **4. HEAD OF HIGHWAYS AND ENGINEERING RESPONSE**

*"This scheme has been developed to address the illegal, inconsiderate and obstructive parking practices observed and reported to the Council. This behaviour causes unnecessary congestion and obstruction of footways.*

*Observations have also shown that the Bus Stop is obstructed, and the crossroad junction also suffered from inconsiderate and obstructive parking, restricting visibility, and preventing full and safe access/use of the access road and footways.*

*Essentially, the purpose of the 'public highway' is to facilitate the passage of traffic and should not be relied on as a private parking area. No individual has a legal right to park on the public highway outside their property, nor should they have the expectation to do so.*

*As the only road available for lawful access to Darton Primary School, large vehicle access must be maintained 24/7 for commercial and emergency service vehicle use.*

*As with most locations of this kind in Barnsley, on-street parking space availability is a priority concern. However, the risks to the travelling public, pedestrians, cyclists, schoolchildren, parents, residents, public service passengers, and the day-to-day running of the Primary School have to take priority in this instance.*

*There are no additional lengths of restriction being proposed and no properties have parking restrictions being introduced directly outside of them. Technically, there is no reduction in the amount of lawful on-street parking space availability. We are officially adding 20 meters of extra overnight parking space on the access road to ease residents parking issues.*

*Residents and parents have become accustomed to using the access road as a car park and contravening the current markings; even though these markings are not currently unenforceable, the markings should have deterred/prevented the inconsiderate and obstructive parking behaviour".*



## **5. IMPLICATIONS OF THE DECISION**

**5.1 Financial and Risk** – The scheme is fully funded from the PFI (CC 10923).

**5.2 Legal** - The 'Road Traffic Regulation Act 1984' provides the appropriate legal powers for the Council to make the proposed TRO and the Council is satisfied it is expedient to make the Order for avoiding danger to persons or other traffic using the roads and for preventing the likelihood of any such danger arising, and for facilitating the passage of traffic on the roads.

- Both the unnamed access road and the crossroad junction suffer from congestion, obstruction and illegal footway parking which causes an increased risk of conflicts between both live and static motor vehicles and pedestrians, cyclists, and wheelchair/pushchair users.

The Council is satisfied that it is expedient to make the Order in order to secure the expeditious, convenient, and safe movement of vehicular and other traffic (including pedestrians) and the provision of suitable and adequate parking facilities on and off the highway (Section 122, Road Traffic Regulation Act 1984) and is satisfied the traffic restrictions proposed will achieve those objectives.

- The proposals seek to enact road markings already on the road which should not have been available for public parking since 2007. There is no official reduction in the (legally) available parking space for residents. Officially, parking provision is being increased with these proposals. There is still sufficient on-street parking.

**5.3 Equality** - **Not applicable** – An EIA is not relevant to the practical processing of a TRO. The EIA deals with the overarching policies governing the TRO process of enactment, not the individual merits of a decision to implement a TRO on a certain road.

The application, processing and enactment of TRO's is statutory in nature and governed by set of regulations. The TRO 'process' is inclusive and open to all. Anyone can apply, respond to, or object to a proposed TRO.

**5.4 Sustainability** - **Decision-making wheel not completed** – None of the Impact headings apply to the TRO process or outcome.

**5.5 Employee** - Does not directly or indirectly effect BMBC employees/staff.

**5.6 Communications** - Does not directly or indirectly effect BMBC employees/staff.

## **6. CONSULTATION**

**6.1** Internal Consultation with the Local Ward Councillors, Local Ward Manager, SY Police, SY Fire & Rescue, YAS, SYPTE and Darton Primary School took place between the 22nd November and the 30th December 2021 – No objections received.

- 6.2 Public Consultation took place between the 21st January and the 14th February 2022 – 6 objections and 1 support were received.

## 7. **ALTERNATIVE OPTIONS CONSIDERED**

- 7.1 Legalising what is already marked on the ground, with one 20-meter section changed to allow for more parking, is deemed the best ‘minimum’ option for the access road given the uncertainty of the housing development plans and timescales.
- 7.2 Alternatives solutions such as, bollards, guardrail, and buildouts were considered. These were considered too intrusive in this environment and would have significantly impacted on pedestrian movements, cyclists, and the continued operation of the Bus Stop.
- 7.3 An option to, ‘do nothing’ was also considered. However, the impact on road safety of this option could be significant given the large numbers of schoolchildren, parents, staff, and residents all vying for the same road space.
- 7.4 The ‘do nothing’ option would also not address the significant traffic congestion and access issues currently being experienced.

## 8. **REASONS FOR RECOMMENDATIONS**

- 8.1 The proposed restrictions will formalise the existing road markings and enhance, protect, and maintain visibility for motorists, pedestrians and other road users and improve overall road safety for children and parents attending the school.
- 8.2 The measures are regarded as the current best option based on the impending housing development and will provide an ‘immediate’ prevention measure for the inconsiderate and obstructive parking taking place now and provide a safer road environment for all road users whilst keeping the free flow of traffic and maintaining visibility.

## 9. **GLOSSARY**

EIA	– Equality Impact Assessment
PFI	– Publicly Funded Initiative
SY	– South Yorkshire
SYLTE	– South Yorkshire Passenger Transport Executive
TDPR	– TRO & Delegated Powers Report
TRO	– Traffic Regulation Order
YAS	– Yorkshire Ambulance Service

## 10. **LIST OF APPENDICES**

Appendix 1: Plan of proposed restrictions

## 11. **BACKGROUND PAPERS**

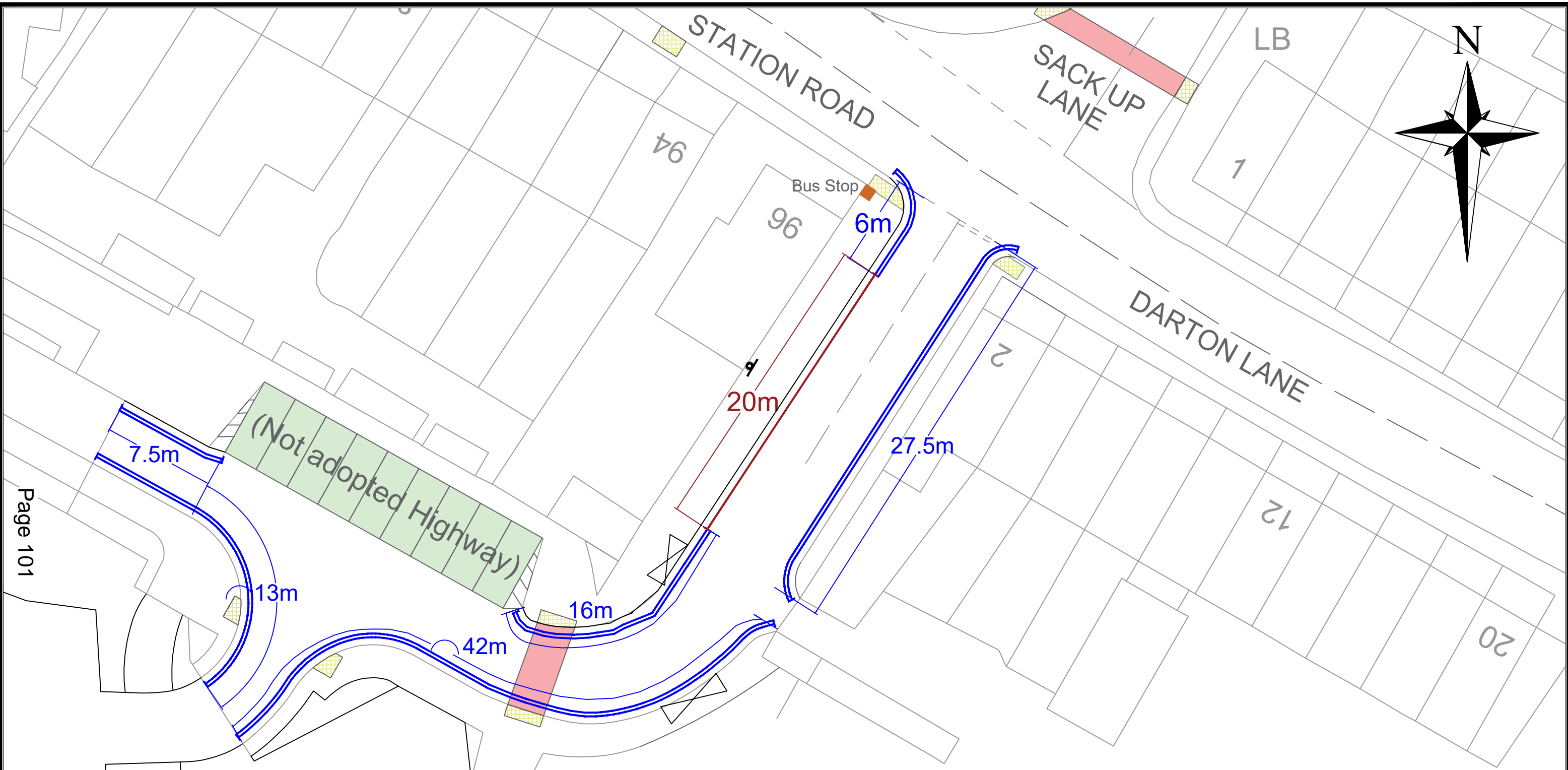
Traffic File: 4191



## 12. REPORT SIGN OFF

<b>Financial consultation &amp; sign off</b>	Senior Financial Services officer consulted and date:  <b>Maqbool Ahmed.</b> <b>Acting Strategic Finance Manager, on behalf of Service Director (S151) Officer</b> 14/01/2022
<b>Legal consultation &amp; sign off</b>	Legal Services officer consulted and date:  <b>Cheryl Redford.</b> <b>Senior Legal Officer</b> <b>Legal Services</b> 21/04/2022

**Report Author:** Darren Storr  
**Post:** Traffic Engineer  
**Date:** March 2022

This page is intentionally left blank



-  Proposed, No Waiting at Any Time' restrictions.
-  Proposed, 'No Waiting - Mon to Fri - 8.15am to 9.15am and 2.45pm to 4.30pm.

This page is intentionally left blank

**BARNSELY METROPOLITAN BOROUGH COUNCIL****REPORT OF: Service Director, Environment and Transport****TITLE: Vehicle Replacements 2022/23**

<b>REPORT TO:</b>	<b>Cabinet</b>
<b>Date of Meeting</b>	<b>18 May 2022</b>
<b>Cabinet Member Portfolio</b>	<b>Place (Environment and Transportation)</b>
<b>Key Decision</b>	<b>Yes</b>
<b>Public or Private</b>	<b>Public</b>

**Purpose of report**

To request approval for the 2022/23 Fleet Vehicle Replacement programme which proposes the procurement of 125 vehicles, plant items and equipment in line with the Vehicle Replacement Strategy 2019 to 2025, previously approved by Cabinet (Cab.20.2.2019/10 refers).

**Council Plan priority**

- Sustainable Barnsley
- Healthy Barnsley
- Enabling Barnsley

**Recommendations**

That Cabinet:-

1. Authorise the procurement of 125 vehicles, in the 2022/23 financial year, to be used by council departments and partner organisations, with a total value of up to £6.104M, by way of purchase followed by a sale and lease back arrangement or whichever method of funding is deemed appropriate following full financial appraisal.
2. Approve the procurement of an Electric Refuse Collection Vehicle (eRCV) (included in the figures provided above) – this will be used primarily to collect Commercial Waste but also be used by Domestic Waste to assess the suitability on various routes to aid with future Refuse Collection Vehicle procurement decisions.

## 1. INTRODUCTION

- 1.1 This report sets out intentions to further transform the fleet in line with the Council's 2030 sustainable and enabling Barnsley objectives. The Council Fleet of 443 vehicles, plant and equipment has a capital value of over £15m and is essential to deliver statutory services to Barnsley residents, it is therefore imperative that its impact on the environment is reduced as much as possible to help create a healthier and more sustainable Barnsley.



- 1.2 Already contributing towards the 2030 Sustainable Barnsley objective, the Council operates 33 zero tailpipe emission pure electric vehicles, this amounts to 15% of the Council operated fleet. For our new vehicles, Electric is our preference, however those that cannot be electric will always meet the latest emissions standards. It is estimated that the vehicles procured since 2019 produce around 75% less CO2 per km travelled than the older vehicles they have replaced.
- 1.3 Where electric vehicles are not available on the market, other types of low emission vehicles are researched and considered. Currently the council's ambition is ahead of the market availability meaning the percentage of Electric Vehicles and number of Ultra Low Emission Vehicles (ULEVs) in the fleet is not advancing as quickly as desired due to:
- The specialist nature of vehicles operated by the council.
  - Development of ULEVs in the commercial vehicle market being lot slower than the passenger car market.
  - Manufacturers of commercial vehicles are focusing research and development on Electric Vehicles – therefore, the steppingstone created by hybrids has not been available for a large portion of our fleet.
  - Covid 19 has also had an impact on the industry, meaning that product development has stagnated, and releases of new products has been delayed.

The Council continues to monitor the market, as products are developed and released opportunities will be sought to trial innovative technology so that when it is readily available the council is able to adopt it.

- 1.4 As a result of these delays, in March 2022, the council has begun exploring different interim ways to reduce the emissions from the fleet, these including the trialling of Hydrotreated Vegetable Oil (HVO) as an alternative to Diesel fuel, this is due to begin in April 2022. It is expected the use of HVO will reduce the CO2 emissions from 120g/km to 12g/km, dramatically reducing harmful exhaust around our town. The higher cetane level of HVO, 76.3 compared to 56.5 ensures a faster, leaner and hotter burn giving rise to a more efficient running



of the engine while the lower sulphur levels, <5 compared to 9.1, further reducing harmful emissions being produced. Overall, HVO will reduce harmful emissions while keeping the engine cleaner, which will consequently reduce the maintenance burden, saving money, improving health and the environment. Upon the completion of the trial, findings will be shared to the Cabinet Spokesperson for Environment and Transport.

- 1.5 Further to the trialling of HVO mentioned in paragraph 1.4, this report requests support to procure an electric Refuse Collection Vehicle (eRCV). Recently the Council has had a demonstration of an eRCV in service which was very successful. This vehicle will primarily be used to collect Commercial Waste – however having it will allow domestic waste operatives to try it on each route to assess the suitability for future procurements and where an eRCV can be best deployed. Prior to procurement, the council will seek to arrange a more thorough test to ensure that the vehicle will be completely suitable for its primary role. The council will also work closely with other local authorities that have implemented eRCVs already, this will give more in depth lessons learned than case studies and trials alone.
- 1.6 This report seeks approval to implement a replacement programme for 2022/23 which will allow the department to contribute to the 2030 Sustainable Barnsley objective. It plans to procure a total of 125 vehicles, 4 of which have been identified as definite candidates for EVs. 72 of these vehicles are replacing existing vehicles, with 32 of these for use by Berneslai Homes. The remaining 55 vehicles are not replacements and are additional to the existing fleet, 31 of these additional vehicles are for use by Berneslai Homes. These additional vehicles are to accommodate the growth of the services and in the case of Home to School Transport to support the business case of bringing routes (where it is economical to do so) in house to reduce cost and relieve pressures on service delivery caused by market pressure.
- 1.7 From previous replacement reports there are a total of 26 vehicles on order awaiting delivery. These have a value of £2.121M. The council has experienced delays in delivery of new vehicles, suppliers are informing us this is due to shortages in parts and materials resulting from Covid 19 and Brexit. This is adding a financial pressure to the fleet budget because of additional maintenance on older vehicles, lease extension costs for existing vehicles, and a reduction in availability of vehicles which requires additional short term hire vehicles to meet service delivery requirements.
- 1.8 Every vehicle has a lifespan based on the type of vehicle, the role it carries out and its usage profile. Once a vehicle reaches the end of this lifespan there is an increase in maintenance cost and vehicle downtime. Therefore, it is imperative that vehicles are replaced once they reach this point to ensure that excess downtime doesn't adversely affect the department's ability to deliver their services and the council does not incur additional costs associated with maintenance. A decision on whether the vehicles will be replaced at the end of their scheduled life will be made towards the end of the initial lease period. Appendix B shows vehicles that are considerably over their initial lease period. With such a diverse fleet with varied uses we cannot determine the exact life of a vehicle; it is dealt with on a case-by-case basis after the initial review period.

- 1.9 Tables 1a and 1b below shows a breakdown of the capital request by department.

Table 1a – Replacement Vehicles

User/ Department/ Customer	Number of vehicles (ULEV)	Average age (years)	Capital cost	Extra cost for ULEV	Total capital cost
Bereavement Services	3	7.2	£100,000	£0	£100,000
Berneslai Homes	32	5.69	£846,000	£0	£846,000
Depot	1	14.6	£40,000	£0	£40,000
Highways	7	11.4	£510,000	£0	£510,000
Mayoral Support	1 (1)	8.6	£40,000	£35,000	£75,000
Neighbourhood Services	22	8.5	£956,000	£0	£956,000
Safer Neighbourhoods	1	9.1	£35,000	£0	£35,000
Waste Management	5	7.4	£855,000	£0	£855,000
<b>Sub-Total</b>	<b>72 (1)</b>	<b>8.99</b>	<b>£3,382,000</b>	<b>£35,000</b>	<b>£3,417,000</b>

Table 1b – Additional Vehicles

User/ Department/ Customer	Number of vehicles (ULEV)	Average age (years)	Capital cost	Extra cost for ULEV	Total capital cost
Berneslai Homes	31	N/A	£837,000	£0	£837,000
Commercial Waste	1(1)	N/A	£180,000	£270,000	£450,000
Highways	2	N/A	£305,000	£0	£305,000
Travel Assistance	15	N/A	£975,000	£0	£975,000
Independent Living at Home	2 (2)	N/A	£40,000	£20,000	£60,000
Safer Neighbourhoods	2	N/A	£60,000	£0	£60,000
<b>Sub-Total</b>	<b>53 (3)</b>	<b>N/A</b>	<b>£2,397,000</b>	<b>£290,000</b>	<b>£2,687,000</b>

<b>Total</b>	<b>125 (4)</b>	<b>8.99</b>	<b>£5,779,000</b>	<b>£325,000</b>	<b>£6,104,000</b>
--------------	----------------	-------------	-------------------	-----------------	-------------------

## 2. PROPOSAL

- 2.1 A total of 72 vehicles will be procured to replace existing vehicles and an additional 53 procured to meet operational needs as detailed in Appendix B and Tables 1a and 1b. Funding for the additional vehicles will be moved to the fleet budget from existing budgets currently held by the departments that have requested the vehicles.
- 2.2 The council vehicles that are planned for replacement in this batch have been in service for on average 8.99 years and are on average 3.2 years over their initial predicted lifespan.
- 2.3 Four of the procured vehicles will be EVs; the certainty on the number of ULEVs is restricted by the current market however prior to any procurement the market will be assessed and ULEVs will always be preferred to Diesel or Petrol vehicles. Where possible, procurement may be delayed allowing the market to catch up with our ambition.
- 2.4 Replacing vehicles at the end of their life is beneficial to the council for the following reasons:

- **Reduction in carbon emissions** – replacing vehicles enables us to move onto innovative technology such as ULEVs, however even if a diesel or petrol vehicle is replaced with another, new engines are much cleaner, and it will still result in a reduction in emissions. Studies show that the emissions of an electric vehicle are up to 2 tonnes less than a Diesel when travelling 10,000 miles in a year. New emissions standards have dramatically decreased the emissions of vehicles, for example, a medium sized panel van in 2014 emitted 0.359 grams of CO<sub>2</sub> per km a new one would emit 0.192g/km, a reduction of almost 50%.
  - **New safety technology** – new vehicles have features to make them safer to the occupants and public, reducing the risk of accidents. Some examples are detailed at 19.2.
  - **Reduction in maintenance** - as vehicles age their maintenance requirements increase, meaning that they spend more time off the road and potentially incur extra costs.
  - **Reduction in running costs** – new vehicles are much more efficient, meaning that fuel and other associated running costs would be lower.
  - **Increase in vehicle availability** – due to the additional maintenance requirements of older vehicles, they inevitably spend more time off road, which potentially increases the requirement on hire vehicles in order to maintain service delivery.
  - **More efficient working** – new vehicles can be tailored to suit operational requirements, meaning that operatives can use them in a more efficient manner than the ones they are replacing.
- 2.6 Vehicle replacements will be scrutinised before any procurement takes place to ensure that the fleet is utilised as much as possible and unnecessary vehicles are not replaced
- 2.7 Procurement of replacement vehicles will consider the predicted whole life cost of vehicles – purchases will not be made based solely on the initial price. As well as our own calculations we will utilise external research that is freely available to us as an aid.
- 2.8 A final decision will be made on whether to replace the vehicles we have identified with EVs or ULEVs during the procurement process. The usage profile will be scrutinised, and estimated fuel and maintenance cost reduction will be evaluated against the additional purchase price and leasing cost. The infrastructure available to charge the vehicles will also be a determining factor. E.g., Fitting additional EV Charging points.
- 2.9 Based on industry data, a benefit of EVs, as well as zero tailpipe emissions, is that the day to day running costs are typically much lower than their diesel- or petrol-powered counterparts so it is likely that the whole life costs of them will be lower. The council is compiling data from its own fleet to determine the optimum usage profile for EVs in Barnsley. The procurement of the eRCV and consultation with other local authority users of eRCV's will help generate this data.
- 2.10 We estimate that the fuel cost of using Full Electric Vehicles is around 30% of the price of Diesel equivalent vehicles – this gives a saving of 70% on fuel costs.

The maintenance requirements of electric vehicles are also less than diesel vehicles meaning that servicing and maintenance costs are lower over the lifetime of the vehicle.

## Future Funding Requirements

- 2.11 The Vehicle Replacement Strategy 2019 - 2025 stated that the capital expenditure forecast and the revenue impact of this for the following five years would be presented as part of the annual capital requirement report to provide a longer-term view of the capital funding requirement. These projections are generated from a spreadsheet model designed for this purpose. The requirements for years 2022/23 to 2026/27 are set out in Table 2. Unless there is a change in financing policy, resulting from changes in accounting standards (see section 7) or otherwise, future purchases will also be followed by sale and leaseback arrangements following the initial purchase.

Table 2

Financial Year	2022/23	2023/24	2024/25	2025/26	2026/27	Total
<b>Number of vehicle to procure</b>						
BMBC services	62	22	6	33	92	215
Partners	63	22	0	55	93	233
<b>Total number</b>	<b>125</b>	<b>44</b>	<b>6</b>	<b>88</b>	<b>185</b>	<b>448</b>
<b>Projected Capital Expenditure</b>						
BMBC Replacement Vehicles	£ 2,571,000	£ 651,404	£ 155,656	£ 3,005,601	£ 4,073,189	£ 10,456,849
BMBC New Requirements	£ 1,850,000	£ -	£ -	£ -	£ -	£ -
Partners Vehicles	£ 1,683,000	£ 455,223	£ -	£ 1,303,523	£ 2,137,220	£ 5,578,966
<b>Total spend</b>	<b>£ 6,104,000</b>	<b>£ 1,106,627</b>	<b>£ 155,656</b>	<b>£ 4,309,124</b>	<b>£ 6,210,408</b>	<b>£ 16,035,815</b>
<b>Impact on revenue (leasing cost budget)</b>						
Opening leasing cost	£ 1,860,000	£ 2,447,260	£ 2,460,732	£ 2,453,759	£ 2,521,888	£ 2,537,864
<b>Increases</b>						
Est Increase due to new vehicles	£ 1,289,269	£ 173,464	£ 24,399	£ 675,455	£ 973,482	£ 3,136,068
Est Cost of lease extensions	£ -	£ -	£ -	£ -	£ -	£ -
<b>Reductions</b>						
Decrease from vehicles returned	-£ 484,741	-£ 140,788	-£ 25,427	-£ 541,447	-£ 804,000	-£ 1,996,403
Reduction in maintenance costs	-£ 55,530	-£ 8,319	-£ 5,945	-£ 56,357	-£ 84,876	-£ 211,028
Increase in partner fees	-£ 135,541	-£ 10,884	£ -	-£ 9,521	-£ 68,630	-£ 224,577
Savings from ULEVs	£ -	£ -	£ -	£ -	£ -	£ -
Income (short term hire charges)	-£ 26,197	£ -	£ -	£ -	£ -	-£ 26,197
<b>Closing leasing cost</b>	<b>£ 2,447,260</b>	<b>£ 2,460,732</b>	<b>£ 2,453,759</b>	<b>£ 2,521,888</b>	<b>£ 2,537,864</b>	<b>£ 12,421,502</b>
<b>Leasing cost budget</b>	<b>£ 2,376,831</b>	<b>£ 2,512,372</b>	<b>£ 2,523,257</b>	<b>£ 2,523,257</b>	<b>£ 2,570,569</b>	<b>£ 12,506,286</b>
<b>Under/ -overspend</b>	<b>-£ 70,429</b>	<b>£ 51,641</b>	<b>£ 69,498</b>	<b>£ 1,368</b>	<b>£ 32,706</b>	<b>£ 84,784</b>

- 2.12 The figures in Table 2 include a replacement cost for the purchase of replacement vehicles procured within the time shown that also reach the end of their life within the period shown. For instance, if the life of the vehicle is 5 years, it will be included in 2022/23 and in 2026/27.
- 2.13 The figures also assume that vehicles will be replaced when they come to the end of their existing initial lease period/life of the vehicle. However, this may not be the case. The need for the replacement will be evaluated towards the end of the lease period. If replacement is not deemed necessary at that point, then the lease will be extended, and this profile amended.
- 2.14 Table 2 shows that if the additional income from partners to reflect the increased value of the replacement vehicles is included in the calculations and there is sufficient headroom in the Fleet revenue budget for the next five years (2021/22 to 2025/26) to pay the higher leasing costs of the vehicles in the proposed

vehicle replacement programme. Savings in other areas will need to be found if the costs of vehicles are more than currently projected. There are several risks (e.g., change in accounting treatment following the implementation of a new accounting standard for leasing (see section 7 below), the actual cost of vehicles post, Brexit, borrowing rates, the effect of residuals on leased vehicles) and opportunities (e.g., lower repairs and maintenance costs when running a newer fleet) which will impact on the capital and revenue budgets going forward. Therefore, the programme should be refreshed each year.

2.15 The projections in Table 2 (except those for 2022/23) do not include the additional capital cost that will be required for ULEV upgrades to the fleet for the following reasons:

- Due to the fast development of ULEVs we are unable to predict what suitable vehicles will be available to us in years to come.
- It is predicted that the cost of ULEVs will drop in the coming years – meaning that additional funding may not be required.

2.15 If we continue with the strategy adopted in 2019/20 to buy 25% of replacement vehicles as ULEVs and make the same assumptions about the incremental cost of ULEVs (the price difference is dependent on the type of vehicle, however based on the predicted costs in appendix B, they are an average of £11,050 more expensive than the equivalent petrol or diesel versions), then £986,212.50 of additional capital expenditure will be required in the next 5 years as shown in Table 3, not including 2022/23. This will result in an increase in the annual leasing charge of £201,187.35 per year by 2026/27. The table also shows the additional funding requirement should 50% of the replacements be ULEVs.

Table 3

Financial Year	2023/24	2024/25	2025/26	2026/27	Total
Total Vehicles to be Replaced	44	6	88	185	<b>357</b>
25% ULEVS	11	2	22	46	<b>89</b>
Additional Capital Requirement	£121,550.00	£16,575.00	£243,100.00	£511,062.50	<b>£986,212.50</b>
Additional Leasing Cost	£24,796.20	£3,381.30	£49,592.40	£104,256.75	<b>£201,187.35</b>
50% ULEVS	22	3	44	93	<b>178.5</b>
Additional Capital Requirement	£243,100.00	£33,150.00	£486,200.00	£1,022,125.00	<b>£1,972,425.00</b>
Additional Leasing Cost	£38,896.00	£5,304.00	£77,792.00	£163,540.00	<b>£315,588.00</b>

2.16 Additional capital expenditure will also be required for more charging points to support these additional vehicles. A separate piece of work is ongoing looking at the redevelopment of Smithies Lane Depot, where the majority of the Council's vehicles operate from, this will consider the requirement for additional charging points and be presented in a separate report.

- 2.17 The leasing charge figures in Table 3 assume that we will be able to secure similar lease terms for ULEVs to those for petrol and diesel vehicles. If funders assume that ULEVs to be higher risk (e.g., uncertainty about demand and battery life) then the leasing charge could be higher.
- 2.18 The introduction of Electric Vehicles to the council's fleet may bring the requirement for investment to be made into the vehicle maintenance workshop and the upskilling of Technicians. The requirement is currently under assessment and any funding identified will be brought forward in a separate report
- 2.19 To further facilitate the sea change towards Electric Vehicles the charging infrastructure at Smithies Lane Depot will also need to be increased – to allow this to happen a review of the depot is required to ensure that it is future proofed and able to accommodate a modern fleet.

### **3. IMPLICATIONS OF THE DECISION**

#### **Financial and potential Risks**

- 3.1.1 This report outlines the proposal to purchase 125 vehicles and items of equipment during 2022/23. The total capital cost is estimated to be in the region of £6.104M (Table 1a and 1b).
- 3.1.2 In previous years, the approach adopted has been to purchase the vehicles and following physical delivery, to finance them over a period of 4 to 8 years reflecting the useful life of the vehicle. The finance or leasing costs are charged to the revenue account. Therefore, in respect of affordability and funding implications, the revenue budget is where that assessment is made.
- 3.1.3 It is estimated that the annual revenue leasing cost of financing the £6.104m expenditure above will be £0.957m. The leasing costs of the £2.121m vehicles ordered as part of the 2021/22 approved programme and scheduled for delivery in 2022/23 is £0.332m resulting in a total increase of £1.289m.
- 3.1.4 The £1.289m additional cost will be reduced by £0.484m for annual leasing commitments released when the leases for the replaced vehicles are terminated, £0.135m increase in fees from partners for the additional and more expensive vehicles, £0.026m reduction in short term hire and £0.055m lower maintenance costs for the newer vehicles. So the net revenue leasing cost will increase by £0.587m. £0.466m of this will be funded by a permanent transfer of budget from user departments who have requested additional vehicles. The remaining £0.121m will be funded from the existing leasing budget.
- 3.1.5 Table 2 shows that the leasing budget will be overspent by £0.070m in 2022/23 but the position corrects itself in following years. The overspend will only arise if all vehicles in the programme are received in 2022/23. Given the lead times for some of the vehicles this is highly unlikely. In the unlikely event that they are all received in 2022/23 then the service will need to identify £70k savings from other areas.

- 3.1.6 The programme also includes an electric RCV at an estimated capital cost of £450k (annual lease cost of £74k). The Domestic and Commercial Waste Services are currently testing a demonstration vehicle. It will only be purchased if the whole life cost business case demonstrates that buying this represents value for money.
- 3.1.7 Brexit, Covid-19 and the Ukraine crisis have resulted in considerable upward pressure on prices and interest rates. These may result in the actual leasing charges being higher than estimated in the projections in Table 2. Any amounts that cannot be passed on to user departments and partners will result in additional pressure on the Fleet budget and/or other areas within the service.
- 3.1.8 Full details are set out in Appendix A.
- 3.1.9 Table 2 above shows the impact on the revenue budget of the projected capital expenditure for the next five years. This shows that there is sufficient revenue budget up to 2025/26.
- 3.1.10 Table 3 shows the additional capital and revenue cost if 25% of the replacement vehicles in future years are ULEVs. The figures assume that ULEVs will cost, on average, £11,050 more than the equivalent petrol or diesel versions. The projections show that £986k of additional capital and £201k additional revenue expenditure (to the figures in Table 2) will be required in the next 4 years. This will be offset by savings in operating costs or additional income from partners so there should be no additional pressure on the leasing budget.
- 3.1.11 Additional capital expenditure may also be needed in future years to increase the number of charging points for electric vehicles to support the increasing size of the electric fleet.

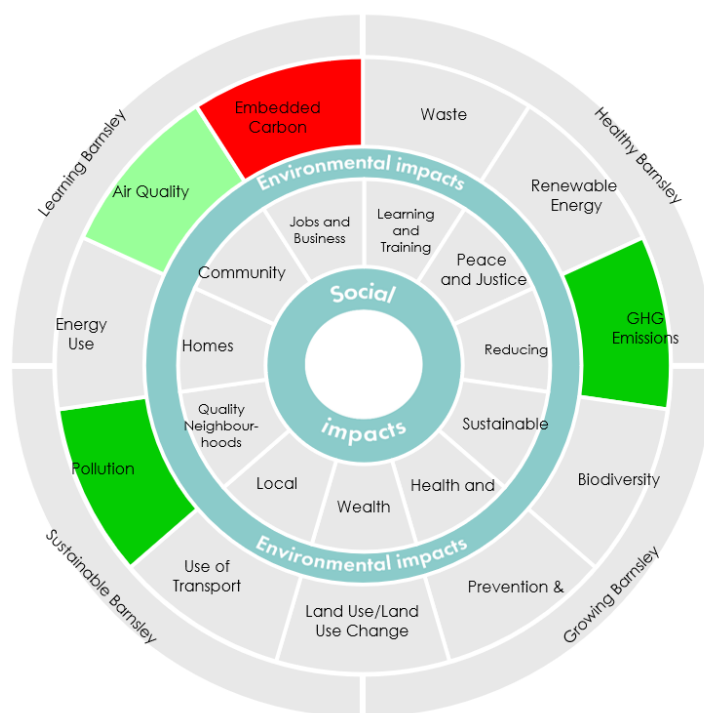
## **3.2 Legal**

- 3.2.1 Operating older vehicles could have an adverse effect on the Council's Operators Risk Compliance Score (OCSR) due to the higher risk of them developing defects on the road and increased maintenance requirements. Barnsley Council could see action against the Operator Licence up to total revocation, meaning that the council would not be able to operate a large quantity of its fleet, impacting on the services that can be delivered.
- 3.2.2 If drivers are found to be using a defective vehicle, they could also face personal liability including fines, penalty points and loss of license.

## **3.3 Equality**

Not applicable – there will be no changes to the services the council provides as a result of vehicle procurement or replacement.

### 3.4 Sustainability



- 3.4.1 The Carbon wheel shows that replacing existing vehicles will have a high positive impact on GHG emissions and pollution. This is as a direct result of new vehicles meeting a higher emissions standard than the ones they are replacing, or diesel vehicles being replaced with electric. From the experience of vehicles, we have already replaced recently, based on the emissions declared on the vehicles V5C document there has been an overall 75% reduction in CO2 exhaust emissions.
- 3.4.2 The reduction in GHG emissions and pollution also has a low positive impact on the air quality of Barnsley – this is because of lower or no exhaust emissions from the Council’s fleet as it carries out its work across the borough. Transport currently accounts for 12% of total BMBC carbon emissions and contributes to the overall Borough’s transport carbon emissions of 27%. It is estimated that replacing diesel and petrol vehicles with electric vehicles will reduce emissions from transport by around 40%.
- 3.4.3 Facilitating the take-up of EVs is an important action within the Council’s Air Quality Action Plan (<https://www.barnsley.gov.uk/media/5738/barnsley-mbc-air-quality-action-plan-2017.pdf>), along with a commitment to improving the Council’s fleet. Procurement of EVs will demonstrate commitment to the Air Quality Action Plan and can act as an exemplar to other private and public fleet operators in the Borough of the environmental and operational benefits of such vehicles.
- 3.4.4 In 2019, the Council declared a Climate Emergency with a commitment for the Council to be zero carbon in its operations by 2040 (Zero40), and for the wider Borough to be zero carbon by 2045 (Zero45). The transformation of the fleet works towards achieving the commitments set out.



- 3.4.5 There is high negative impact on Embodied Carbon – to gain the benefits detailed above, new vehicles must be procured of which there is an element of embodied carbon.

### **3.5 Employee**

- 3.5.1 Employees from user departments will be consulted along with management throughout the procurement process to assist in drawing up new vehicle specifications and assessing the suitability of vehicles. Demonstrator vehicles will be sourced to assist them in their decision making where possible.
- 3.5.2 Training for new vehicles will be requested as part of the procurement process for operators and technicians. The new vehicles will have significantly different technology to those they are replacing and to ensure that employees can use and maintain them safely and efficiently sufficient familiarisation and training will be provided.
- 3.5.3 Older vehicles increase the pressure on drivers as there have less driver safety aids and they are more difficult to drive; this increases the chance of a collision. Collisions in council vehicles not only have an adverse effect on the driver's mental health as they are potentially subject to investigation and disciplinary action but also affects their personal vehicle insurance premiums as they must, by law be declared. The risk of injury in collisions also has an impact on the absence rate of our employees, in turn impacting on service delivery.
- 3.5.4 Newer vehicles and ULEVs produce less carbon and particulate emissions – meaning that there is a reduction in risk to the operative's health.

### **3.6 Communications**

- 3.6.1 The council's livery is very distinctive in Barnsley and the vehicles are visible all over the borough, some of these vehicles drive down every street in the borough at least once a week. Greater consideration should be afforded to using vehicle sides to market the council's key messages and priorities. It will be recommended that council departments routinely use this opportunity to promote the wider work of the council. The space could also be used to promote electric vehicles.
- 3.6.2 Communications are aware of the Vehicle Replacement Strategy and this report and will communicate as required. The further increase in ULEVs could be used as a positive marketing message for the council.

## **4. CONSULTATION**

Name	Position	Section(s) contributed to
Paul Castle	Service Director – Environment and Transport	All
Andrew Simpson	Head of Commercial & Operations Support	All

David Paterson	Group Leader – Depot Services	1.4
Maq Ahmed	Strategic Finance Manager	Financials
Hannah Cornish	Strategy Manager	Carbon Wheel
Luke Wilson	Berneslai Homes – Transport and Depot Manager	App B

## 5. ALTERNATIVE OPTIONS CONSIDERED

- 5.1 Option 1: Do Nothing. Retain the vehicles detailed in Appendix B and extend them beyond their planned lifespan. This option is not recommended as it would lead to increases in maintenance costs, vehicle downtime and supplementary hire vehicles due to more complex repairs becoming necessary. This would adversely affect user departments' ability to provide front-line services and prevent the council benefiting from newer safety technology, the number of ULEVs in the fleet will not increase and the council will be operating vehicles with older Euro rated engines that do not meet the same emission standards as newer equivalent vehicles. It will also not demonstrate commitments in the Councils Air Quality Action Plan and the Governments 'Road to Zero' strategy.
- 5.2 Option 2: Replace the vehicles detailed in Appendix B but not procure ULEVs and not procure electric charging points. This option is not recommended as the borough would not benefit from the increase in air quality that lower/zero emission vehicles bring, the council would also fail to show a good public image in helping to encourage others to take up this technology. It will also not show support to the commitments given in the Council's Air Quality Action Plan and the Government's 'Road to Zero' strategy.

## 6. REASONS FOR RECOMMENDATIONS

- 6.1 Procuring vehicles will allow the council to continue to deliver essential and statutory services in a safe and efficient way.
- 6.2 Replacing existing vehicles will allow the council to benefit from either the latest emissions standard vehicles or zero emission electric vehicles. Reducing the carbon emissions of the council's fleet and improving air quality in the borough.
- 6.3 New vehicles will also reduce the maintenance cost of the fleet – as vehicles age their maintenance requirement increases. The new vehicles will also come with a warranty, meaning the cost of any breakdowns will not be incurred by the Council.

## 7. GLOSSARY

- ULEV** a vehicle that emits less than 75g of Carbon Dioxide (CO<sub>2</sub>) per kilometer travelled and is capable of at least 10 miles of zero emission driving between recharging. They include:
- Fully Electric Vehicles (EVs) (this is currently the council's preference).
  - Plug-in Hybrid Electric Vehicles (PHEVs).
  - Extended-Range Electric Vehicles (E-REVs).

## 8. LIST OF APPENDICES

Appendix A: Financial Implications  
Appendix B: List of Vehicle Replacements

## 9. BACKGROUND PAPERS

[Details of background papers **MUST** be included]

If you would like to inspect background papers for this report, please email [governance@barnsley.gov.uk](mailto:governance@barnsley.gov.uk) so that appropriate arrangements can be made

## 10. REPORT SIGN OFF

<b>Financial consultation &amp; sign off</b>	See Appendix A
<b>Legal consultation &amp; sign off</b>	Jason Field <b>07/04/22</b>

**Report Author:** Jacob Finney

**Post:** Transport, Fleet and Driving Standards Service Manager

**Date:** 1/3/22

This page is intentionally left blank

## Report of the Executive Director Place

## FINANCIAL IMPLICATIONS

## Vehicle Transformation Programme 2022/23

i) <b>Capital Expenditure</b>	<u>2022/23</u>	<u>2023/24</u>	<u>2024/25</u>	TOTAL
	£	£	£	£
Estimated cost of replacing fleet vehicles and equipment	3,417,000			3,417,000
Estimated cost of additional vehicles	2,687,000			2,687,000
	<b>6,104,000</b>	<b>0</b>	<b>0</b>	<b>6,104,000</b>
<b>To be financed from:</b>				
Revenue Leasing Budget	3,417,000			3,417,000
Home to School Transport leasing budget	975,000			975,000
Other Council departments leasing budget	875,000			875,000
Income from Berneslai Homes	837,000			837,000
<b>Capital funding gap</b>	<b>6,104,000</b>	<b>0</b>	<b>0</b>	<b>6,104,000</b>

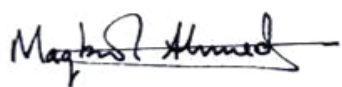
ii) <b>Revenue Effects</b>	<u>2022/23</u>	<u>2023/24</u>	<u>2024/25</u>
	£	£	£
Estimated new borrowing/leasing cost	1,289,269		0
Leases terminated as vehicles returned	-484,741		
Increases in SLA income from partners for the increases in capital costs of replacement vehicles	-135,541		
Projected reduction in maintenance costs	-55,530		
Income from short term hire charges (ex NPS vehicles still in contract)	-26,197		
<b>Total revenue expenditure</b>	<b>587,260</b>	<b>0</b>	<b>0</b>

**To be financed from:**

Transfer from other Departments	466,000
Existing leasing budget within Fleet	121,260

<b>Sub-total</b>	<b>587,260</b>	<b>0</b>	<b>0</b>
------------------	----------------	----------	----------

<b>Impact on Medium Term Financial Strategy</b>	<u>2022/23</u>	<u>2023/24</u>	<u>2024/25</u>
	£	£	£
None with this report			
<b>Revised Medium Term Financial Strategy</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>

Agreed by: ..  .....On behalf of the Service Director and Section 151 Officer - Finance

This page is intentionally left blank

Reg/Fleet.N o	Type	Department	Age	Initial Predicted difference		Estimated Replacement Cost based on capital purchase price		Replacement Cost	ULEV
				Lifespan	e				
YS57KXO	4X4	Depot	14.6	5	9.6	£25,899.10		£40,000.00	
FJ60CX	Tipper (Heavy)	Highways	11.6	7	4.6	£77,655.29		£80,000.00	
FJ60CXZ	Tipper (Heavy)	Highways	11.6	7	4.6	£77,655.29		£80,000.00	
FJ56HLO	Tipper (Heavy)	Highways					Vehicle no longer in service	£60,000.00	1
FJ56HLR	Tipper (Heavy)	Highways					Vehicle no longer in service	£60,000.00	1
YH57TZV	Pickup (Light/S.Cab)	Neighbourhood Services					Vehicle no longer in service	£35,500.00	
YH57UAB	Pickup (Light/S.Cab)	Neighbourhood Services					Vehicle no longer in service	£35,500.00	
FL13BSV	Panel Van (Medium)	Safer Neighbourhood Service	9.1	5	4.1	£14,426.67		£35,000.00	
FN62ACV	Panel Van (Medium)	Highways	9.6	5	4.6	£23,646.09		£35,000.00	
FP62ONF	Crane Lorry	Highways	9.6	7	2.6	£125,826.58		£160,000.00	1
YF57OPH	Panel Van (Medium)	Highways	14.6	5	9.6	£19,063.98		£35,000.00	
AE63HWZ	4x4	Neighbourhood Services	8.6	5	3.6	£25,899.10		£40,000.00	
FJ14DCU	Tipper (Light)	Neighbourhood Services	8.1	5	3.1	£34,219.67		£35,500.00	
FJ14DCV	Tipper (Light)	Neighbourhood Services	8.1	5	3.1	£34,219.67		£35,500.00	
FJ14DCX	Tipper (Light)	Neighbourhood Services	8.1	5	3.1	£34,219.67		£35,500.00	
FJ14DCZ	Tipper (Light)	Neighbourhood Services	8.1	5	3.1	£35,239.83		£35,500.00	
FJ14DDA	Tipper (Light)	Neighbourhood Services	8.1	5	3.1	£35,239.83		£35,500.00	
FJ14DDE	Tipper (Light)	Neighbourhood Services	8.1	5	3.1	£34,219.67		£35,500.00	
FJ14DBO	Pickup (Light/S.Cab)	Neighbourhood Services	8.1	5	3.1	£31,164.60		£35,500.00	
FJ14DBU	Pickup (Light/S.Cab)	Neighbourhood Services	8.1	5	3.1	£31,164.60		£35,500.00	
FJ14DBV	Pickup (Light/S.Cab)	Neighbourhood Services	8.1	5	3.1	£31,164.60		£35,500.00	
FJ14DBY	Pickup (Light/S.Cab)	Neighbourhood Services	8.1	5	3.1	£31,164.60		£35,500.00	
FL13XWF	Tipper (Heavy)	Neighbourhood Services	9.1	5	4.1	£40,402.55		£50,000.00	
FL13XWG	Tipper (Heavy)	Neighbourhood Services	9.1	5	4.1	£40,402.55		£50,000.00	
FL13XWH	Tipper (Heavy)	Neighbourhood Services	9.1	5	4.1	£40,402.55		£45,000.00	
FP13ZGH	Tipper (Heavy)	Neighbourhood Services	9.1	5	4.1	£44,795.05		£45,000.00	
FP13ZGJ	Tipper (Heavy)	Neighbourhood Services	9.1	5	4.1	£40,113.98		£45,000.00	
YB63NKC	RCV (2Ax/Single Com)	Waste Management	8.6	7	1.6	£126,364.54		£150,000.00	1
VN63AXK	RCV (3Ax/Single Com)	Waste Management	8.6	7	1.6	£214,817.68		£165,000.00	1
YR63BZH	Civic Car	Mayoral Support	8.6	5	3.6	£23,224.25		£75,000.00 Y	
YH60EVF	Panel Van (Medium)	Bereavement Services	11.5	5.0	6.5	N/A		£40,000.00	
PO17EWX	Ride-on Rotary	Bereavement Services	5.1	5.0	0.1	£30,320.63		£30,000.00	
PO17EWY	Ride-on Rotary	Bereavement Services	5.1	5.0	0.1	£30,320.63		£30,000.00	
YN12FZZ	Tractor	Neighbourhood Services	9.8	7.0	2.8	£47,207.53		£75,000.00	
YN12FZX	Tractor	Neighbourhood Services	9.8	7.0	2.8	£50,971.37		£75,000.00	
YN12FZY	Tractor	Neighbourhood Services	9.8	7.0	2.8	£50,971.37		£75,000.00	
PO17EXR	Ride-on Rotary	Neighbourhood Services	5.1	5.0	0.1	£18,876.03		£30,000.00	
VU65EUA	RCV (3Ax/Single Com)	Waste Management	6.6	7.0	-0.4	£207,438.86		£180,000.00	1
VU65EUB	RCV (3Ax/Single Com)	Waste Management	6.6	7.0	-0.4	£198,402.03		£180,000.00	1
VU65EUC	RCV (3Ax/Single Com)	Waste Management	6.6	7.0	-0.4	£199,736.23		£180,000.00	1
NEW	Plant	Highways	N/A	N/A	N/A	N/A		£130,000.00	
NEW	Gully Emptier	Highways	N/A	N/A	N/A	N/A		£175,000.00	1
NEW	Minibus	Travel Assistance	N/A	N/A	N/A	N/A		£65,000.00	1
NEW	Minibus	Travel Assistance	N/A	N/A	N/A	N/A		£65,000.00	1
NEW	Minibus	Travel Assistance	N/A	N/A	N/A	N/A		£65,000.00	1
NEW	Minibus	Travel Assistance	N/A	N/A	N/A	N/A		£65,000.00	1
NEW	Minibus	Travel Assistance	N/A	N/A	N/A	N/A		£65,000.00	1
NEW	Minibus	Travel Assistance	N/A	N/A	N/A	N/A		£65,000.00	1
NEW	Minibus	Travel Assistance	N/A	N/A	N/A	N/A		£65,000.00	1
NEW	Minibus	Travel Assistance	N/A	N/A	N/A	N/A		£65,000.00	1
NEW	Minibus	Travel Assistance	N/A	N/A	N/A	N/A		£65,000.00	1
NEW	Minibus	Travel Assistance	N/A	N/A	N/A	N/A		£65,000.00	1
NEW	Minibus	Travel Assistance	N/A	N/A	N/A	N/A		£65,000.00	1
NEW	Minibus	Travel Assistance	N/A	N/A	N/A	N/A		£65,000.00	1
NEW	Minibus	Travel Assistance	N/A	N/A	N/A	N/A		£65,000.00	1
NEW	Minibus	Travel Assistance	N/A	N/A	N/A	N/A		£65,000.00	1
NEW	Minibus	Travel Assistance	N/A	N/A	N/A	N/A		£65,000.00	1
NEW	Minibus	Travel Assistance	N/A	N/A	N/A	N/A		£65,000.00	1
NEW	Panel Van (Small)	ILAT	N/A	N/A	N/A	N/A		£30,000.00 Y	
NEW	Panel Van (Small)	ILAT	N/A	N/A	N/A	N/A		£30,000.00 Y	
NEW	4x4	Safer Neighbourhoods	N/A	N/A	N/A	N/A		£30,000.00	
NEW	4x4	Safer Neighbourhoods	N/A	N/A	N/A	N/A		£30,000.00	
NEW	RCV (3Ax/Single Com)	Commercial Waste	N/A	N/A	N/A	N/A		£450,000.00 Y	
FJ13GFK	Tipper (Light)	Berneslai Homes (CRS)	9.1	5.0	4.1	£19,833.33		£27,000.00	
YN66JCV	Panel Van (Medium)	Berneslai Homes (Construction)	5.6	5.0	0.6	£19,290.65		£27,000.00	
YN66JCX	Panel Van (Medium)	Berneslai Homes (Construction)	5.6	5.0	0.6	£19,290.65		£27,000.00	
YN66JCY	Panel Van (Medium)	Berneslai Homes (Construction)	5.6	5.0	0.6	£19,290.65		£27,000.00	
YP66SWF	Panel Van (Medium)	Berneslai Homes (Construction)	5.6	5.0	0.6	£16,447.28		£27,000.00	
YP66SWW	Panel Van (Medium)	Berneslai Homes (Construction)	5.6	5.0	0.6	£18,560.78		£27,000.00	
YP66SXA	Panel Van (Medium)	Berneslai Homes (Construction)	5.6	5.0	0.6	£18,560.78		£27,000.00	
YP66SXC	Panel Van (Medium)	Berneslai Homes (Construction)	5.6	5.0	0.6	£16,928.00		£27,000.00	
YR66HDY	Panel Van (Medium)	Berneslai Homes (Construction)	5.6	5.0	0.6	£15,735.24		£27,000.00	
YT66KBU	Panel Van (Medium)	Berneslai Homes (Construction)	5.6	5.0	0.6	£15,271.76		£27,000.00	
YT66KBV	Panel Van (Medium)	Berneslai Homes (Construction)	5.6	5.0	0.6	£15,271.76		£27,000.00	
YT66KBX	Panel Van (Medium)	Berneslai Homes (Construction)	5.6	5.0	0.6	£15,777.84		£27,000.00	
YT66KCA	Panel Van (Medium)	Berneslai Homes (Construction)	5.6	5.0	0.6	£15,777.84		£27,000.00	
YT66KCF	Panel Van (Medium)	Berneslai Homes (Construction)	5.6	5.0	0.6	£15,777.84		£27,000.00	
YT66KCG	Panel Van (Medium)	Berneslai Homes (Construction)	5.6	5.0	0.6	£15,777.84		£27,000.00	
YT66KCJ	Panel Van (Medium)	Berneslai Homes (Construction)	5.6	5.0	0.6	£15,777.84		£27,000.00	







					Estimated Replacement Cost based on capital			
Reg/Fleet.No	Type	Department	Age	Initial Predicted difference Lifespan	e	purchase price	Replacement Cost	ULEV
ORDERED								
LOADALL	Loadall	Depot			Ordered		£87,720.00	
YN09BCE	Tipper (Heavy)	Highways			Ordered		£136,955.00	
YN09BCF	Tipper (Heavy)	Highways			Ordered		£136,955.00	
AE12AKF	Tipper (Heavy)	Highways			Ordered		£118,534.00	
AE12AKG	Tipper (Heavy)	Highways			Ordered		£118,534.00	
AE12AKJ	Tipper (Heavy)	Highways			Ordered		£118,534.00	
AE12AKK	Tipper (Heavy)	Highways			Ordered		£118,534.00	
AE12AKN	Tipper (Heavy)	Highways			Ordered		£118,534.00	
AE12AKO	Tipper (Heavy)	Highways			Ordered		£118,534.00	
AE12AKP	Tipper (Heavy)	Highways			Ordered		£118,534.00	
AE12AKU	Tipper (Heavy)	Highways			Ordered		£118,534.00	
FL13BPV	Panel Van (Small)	Adult Skills & Community Learning			Ordered		£34,527.15	Y
FJ12CJO	Gritter	Highways			Ordered		£136,955.00	
FJ12CJU	Gritter	Highways			Ordered		£136,955.00	
LOADINGS	Plant Exc/Loader	Smithies Depot			Ordered		£187,433.00	
NEW	9 seat minibus	Home to School Transport			Ordered		£38,517.50	
NEW	9 seat minibus	Home to School Transport			Ordered		£38,517.50	
NEW	9 seat minibus	Home to School Transport			Ordered		£38,517.50	
NEW	9 seat minibus	Home to School Transport			Ordered		£38,517.50	
NEW	9 seat minibus	Home to School Transport			Ordered		£38,517.50	
NEW	9 seat minibus	Home to School Transport			Ordered		£20,442.00	
NEW	9 seat minibus	Home to School Transport			Ordered		£20,442.00	
NEW	9 seat minibus	Home to School Transport			Ordered		£20,442.00	
NEW	9 seat minibus	Home to School Transport			Ordered		£20,442.00	
NEW	9 seat minibus	Home to School Transport			Ordered		£20,442.00	
NEW	9 seat minibus	Home to School Transport			Ordered		£20,442.00	

This page is intentionally left blank

**BARNSELY METROPOLITAN BOROUGH COUNCIL****REPORT OF:** Service Director, Place, Regeneration and Culture**TITLE:** Cultural Development Funding Round 2 – Acceptance of Grant

<b>REPORT TO:</b>	<b>CABINET</b>
<b>Date of Meeting</b>	<b>18 May 2022</b>
<b>Cabinet Member Portfolio</b>	<b>Regeneration and Culture</b>
<b>Key Decision</b>	<b>Yes</b>
<b>Public or Private</b>	<b>Public</b>

**Purpose of report**

To gain cabinet approval to accept grant of £3,930,000 from the Cultural Development Fund allocated by the Department for Culture, Media and Sport (DCMS) and administered by Arts Council England (ACE) for the project Elsecar: Forging Ahead and to approve the initiation of that project.

**Council Plan priority**

This funding supports the priorities of the Council Plan 2021-2024, especially those of Growing Barnsley and Sustainable Barnsley. It also directly supports two of the outcomes:

- People have a welcoming, safe and enjoyable town centre and principal towns as destinations for work, shopping, leisure and culture;
- Business start ups and existing local businesses are supported to grow and attract new investment, providing opportunities for all.

**Recommendations**

That Cabinet agrees:-

1. To accept the funding and approve the initiation of the project
2. To authorise the Executive Director to take all necessary steps, in accordance with the grant conditions, to commence procurements and spend for the delivery of the project, including relating to the project design team and works contracts.
3. To authorise the Executive Director (Place) place to take any necessary steps to enable the capital works to be delivered as part of this funded project, including varying or otherwise dealing with existing contractual and property arrangements.

## **1. INTRODUCTION**

- 1.1 The Cultural Development Fund is a Department for Digital, Culture, Media and Sport (DCMS) fund administered by Arts Council England (ACE). ACE are responsible for providing pre-application advice, assessment of applications, and the payment and monitoring of grants. All decisions on successful applicants have been made by the Secretary of State for DCMS.
- 1.2 The aim of the fund is to level up through investment in culture. The fund will unlock local growth and productivity, promote economic and social recovery from the impact of Covid-19, and regenerate communities through capital investment in transformative place-based creative and cultural initiatives. This is the second round of the fund and builds on the success of the pilot, which was originally launched as part of the Creative Industries Sector deal in 2018.

This pilot invested in five projects in Grimsby, Plymouth, the Thames Estuary and Wakefield.

- 1.3 The Fund supports places to achieve the following outcomes:
- Unlock local economic growth and productivity
  - Become more attractive places in which to live, work, visit and invest
  - Strengthen local leadership, partnerships and capability

## **2. PROPOSAL**

- 2.1 Barnsley Museums and the Economic Regeneration team submitted an application to the second round of the Cultural Development Fund for £3,930,000 to deliver a three year programme will: drive cultural connectivity and participation both physically and digitally; boost Barnsley's cultural and creative sectors and employment; forge new local partnerships and drive the connectivity of our cultural eco-system; and establish Elsecar as major driver for the creative and wider economy of Barnsley and our region.
- 2.2 This will be achieved through a co-produced and collaborative cultural engagement programme across Barnsley's six Principal Towns and Elsecar, driven by principles of cultural exchange and development of creative practitioners and cultural leaders, utilising new Local Creative Hubs in our Principal Towns, and investment into buildings and public realm at Elsecar to deliver new: creative workspace, galleries and events spaces.
- 2.3 The project will be transformational, forging a cultural and creative industries hub at Elsecar, at the heart of a programme of cultural & creative activities in local hubs across Barnsley's six Principal Towns (PTs): Goldthorpe, Wombwell, Hoyland, Royston, Cudworth & Penistone.

We address 3 strategic challenges for Barnsley as a place:

- Need to invest in the cultural and heritage assets at Elsecar and cultural spaces in our PTs to realise economic, social, cultural and placemaking potential & contribute to levelling up

- An underdeveloped cultural and creative sector that needs better quality workspace, skills development, partnerships and networking for mutual support and knowledge-sharing
- Low levels of cultural engagement

The project will:

- Transform the cultural potential of Elsecar by transforming buildings, public realm, curation & programming
- Develop Elsecar into a vibrant cultural and creative industries hub connected to local hubs in the PTs, to support SMEs and enable cultural leaders to grow a more connected cultural and creative industries ecology
- Support communities in shaping culture in their localities through an innovative public engagement programme

## IMPLICATIONS OF THE DECISION

### 3.1 Financial and Risk

- 3.1.1 Consultations have taken place with representatives of the Service Director – Finance (S151 Officer).
- 3.1.2 Cabinet approval is sought to accept the offer of £3.930m in CDF Grant from DCMS - comprising £3.210m in capital funding (to be released into the Council's Capital Programme) and £0.720m to support revenue activities.
- 3.1.3 It is proposed that the £0.880m 'match funding' package required to support the bid comprises the following:

Description	Amount £m
Principal Towns Fund - Penistone Town Hall & Paramount	0.520
MHCLG Towns Fund - Culture & Community Hub (Dearne Playhouse)	0.210
Univ. of Sheffield - AHRC Project	0.050
<b>Total 'Match' Funding</b>	<b>0.880</b>

- 3.1.4 It is important to note that the 'match' funding nominated does not constitute any additional financial 'ask' on the Council.
- 3.1.5 These funds are already committed to the projects described above and qualify as 'match' on the basis that they will contribute towards the overall objectives of the CDF.
- 3.1.6 Appendix A summarises the financial implications arising from the recommendations in this report.
- 3.1.7 Members are asked to note that a fully costed risk register was developed for the application, and this is attached at Appendix B.

### 3.2 Legal

Barnsley Council will be obliged to sign the Arts Council England's standard conditions of grant: <https://www.artscouncil.org.uk/funding/cultural-development-fund-round-two#section-5>.

Any contracts entered into utilising the grant funds will have to replicate those terms as much as possible and comply with any subsidy control in force at the time of those contracts.

### 3.3 Equality

A full EIA will be undertaken as part of project initiation

### 3.4 Sustainability



Decision-making wheel completed

- Creation of new businesses and jobs
- Skills development
- Cultural community hubs
- Green construction and low carbon build solutions

### **3.5 Employee**

Two new fixed term roles (FTE grade 8 and grade 9) will be recruited to deliver the programme, sitting within the Culture and Visitor Economy team. These will be subject to separate HR Delegated Report.

### **3.6 Communications**

Communications and Marketing team employees are embedded within the Culture and Visitor Economy and Regeneration Services, providing a dedicated resource to promote this programme of works, in liaison with the team at Arts Council England.

## **4. CONSULTATION**

### **4.1 Relevant Council Officers**

## **5. ALTERNATIVE OPTIONS CONSIDERED**

- 5.1 The alternative approach is to not to accept this funding. This would mean that we could not build on the work done to date to explore the creation of the Barnsley Cultural Network. In addition, the Council will face a shortfall in funding urgent renovation works at Elsecar.

## **6. REASONS FOR RECOMMENDATIONS**

- 6.1 Implementing the project will contribute to the achievement of Council Plan priorities and boost the local economy.

## **7. GLOSSARY**

CDF – Cultural Development Fund  
ACE – Arts Council England  
DCMS - Department of Culture, Media, and Sport  
SME – Small to medium enterprises

## **8. LIST OF APPENDICES**

Appendix A: Financial Implications  
Appendix B: Risk Register

## **9. BACKGROUND PAPERS**

Bid documentation

If you would like to inspect background papers for this report, please email [governance@barnsley.gov.uk](mailto:governance@barnsley.gov.uk) so that appropriate arrangements can be made

## 10. REPORT SIGN OFF

<b>Financial consultation &amp; sign off</b>	See Appendix A
<b>Legal consultation &amp; sign off</b>	Jason Field, 7 April 2022  <b>07/04/22</b>

**Report Author: Lynn Dunning**  
**Post: Group Leader – Arts & Heritage**  
**Date: 8 March 2022**




APPENDIX A

Report of the Executive Director Place

Cultural Development Fund

i) <b>Capital</b>	<b><u>2021/22</u></b>	<b><u>2022/23</u></b>	<b><u>2023/24</u></b>	<b><u>2024/25</u></b>	<b><u>TOTAL</u></b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b><u>Expenditure</u></b>					
Elsecar Heritage Centre - Restoration and enhancements to key buildings, the creation of business/practitioners workspaces & gallery space.		387,811	1,776,868	868,443	<b>3,033,122</b>
Surveys & Planning		45,000	0	0	<b>45,000</b>
Project Management		34,357	54,756	42,765	<b>131,878</b>
	<b>0</b>	<b>467,168</b>	<b>1,831,624</b>	<b>911,208</b>	<b>3,210,000</b>
<b>To be financed from:</b>					
ACE Cultural Development Fund Grant		-467,168	-1,831,624	-911,208	<b>-3,210,000</b>
	<b>0</b>	<b>-467,168</b>	<b>-1,831,624</b>	<b>-911,208</b>	<b>-3,210,000</b>
	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
ii) <b>Revenue</b>	<b><u>2021/22</u></b>	<b><u>2022/23</u></b>	<b><u>2023/24</u></b>	<b><u>2024/25</u></b>	<b><u>TOTAL</u></b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b><u>Expenditure</u></b>					
Creative hubs space(s) in each Principal Towns		20,000	40,000	20,000	<b>80,000</b>
Commission targeted cultural activities across the Principal Towns		50,000	75,000	175,000	<b>300,000</b>
Artistic Commissions for the Elsecar Gallery space		0	30,000	30,000	<b>60,000</b>
Heritage / Story connected digital commissions		0	0	30,000	<b>30,000</b>
Cultural leadership programme		0	20,000	20,000	<b>40,000</b>
Marketing		0	5,000	5,000	<b>10,000</b>
Sector Specialist Staffing resource		56,068	78,544	65,388	<b>200,000</b>
	<b>0</b>	<b>126,068</b>	<b>248,544</b>	<b>345,388</b>	<b>720,000</b>
<b>To be financed from:</b>					
ACE Cultural Development Fund Grant		-126,068	-248,544	-345,388	<b>-720,000</b>
	<b>0</b>	<b>-126,068</b>	<b>-248,544</b>	<b>-345,388</b>	<b>-720,000</b>
	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b><u>Impact on Medium Term Financial Strategy</u></b>
Not applicable on this report

Agreed by:  .....On behalf of the Service Director - Finance, Section 151 Officer
--

This page is intentionally left blank

Risk No.	Summary	Risk Description	Mitigations/Resolution	Likelihood	Impact	Risk Score	Risk Owner	Delay to programme (in months unless stated)	% chance of occurring	Estimated cost of risk	Notes / comment	
<b>Capital Risks</b>											<b>£211,444</b>	
C1	Programme Delivery Funding	If there is scope creep, unrealistic initial costings or inadequate contingencies result in cost inflation, or maintenance of the heritage assets is compromised by budget pressures, or there is discovery of site issues (e.g. asbestos or legionnaires disease) THEN this will cause delays and extra costs to the programme	6 Month contingency built in to programme to cover any delays The base case income growth forecasts would allow appropriate levels of maintenance to be covered by the operating budget. If this growth is not forthcoming, BMBC's existing maintenance budget would be flexed as required We will ensure the project delivers an upkeep of heritage assets plus an improvement of the quality/condition of assets & public realm meaning ongoing maintenance costs are reduced	2	4	8	CDF Project Manager	£320,000	10%	£32,000	£320k capital scope creep contingency has a less than 10% chance of occurring	
C2	Design delays and approvals	If there is an inability to obtain permissions, approvals, consents for delivery (including conservation (SAM & LBC), bio-diversity (bats), flood risk, travel planning etc) THEN the programme may incur additional costs/slippage	6 Month contingency built in to programme to cover any delays Assessments being undertaken for biodiversity, flooding, noise and travel planning Close liaison with appropriate bodies and organisations Approvals process fully programmed	3	4	12	CDF Project Manager	5	15%	£67,292	Potential delay of up to 6 months covered by contingency in project plan. This cost accounts for a further 5 month delay	
C3	Time-delays (on-site works)	If the programme does not achieve completion within CDF timeframes, due to unrealistic programming, inefficient time contingencies, slippage due to other factors set out elsewhere in this risk register, or failure to procure/establish development contractor/partnership THEN the programme will experience delays	6 Month contingency built in to programme to cover any delays Robust programming, time contingency, strong project management, direction and assurance processes in place.	2	4	8	CDF Project Manager	5	10%	£44,861	Potential delay of up to 6 months covered by contingency in project plan. This cost accounts for a further 5 month delay	
C4	COVID-19 deliverability	If COVID-19 restrictions impact on the ability to deliver the project to time, quality, cost and scope THEN the programme will be delayed and additional costs incurred	6 Month contingency built in to programme to cover any delays Maintain adequate contingencies Effective project management and oversight of design team	1	4	4	CDF Project Manager	3	5%	£13,458	Potential delay of up to 6 months covered by contingency in project plan. This cost accounts for a further 3 month delay	
C5	COVID-19 and Brexit impact on Supply Chain	If the construction supply chain market is not well positioned to be able to deliver the capital works needed as part of this programme THEN the programme may incur additional cost/slippage	6 Month contingency built in to programme to cover any delays We will ensure during commissioning that we are clear about the non-negotiables in the programme. We will build realistic commissioning windows into the programme. We will work inclusively with the supply chain through the programme so they are aware of progress and our ambition We will hold regular supplier meetings and networking events to sustain supply chain	3	3	9	CDF Project Manager	4	15%	£53,833	Potential delay of up to 6 months covered by contingency in project plan. This cost accounts for a further 4 month delay	
<b>Revenue Risks</b>											<b>£69,086</b>	
R1	Partnership working	If effective partnership working is compromised by an inability to bring effective collaboration by way of a new partnership consortium THEN the ability to deliver the programme is compromised and the programme is delayed	6 Month contingency built in to programme to cover any delays Proposal to establish Delivery Partnership Board and Consortium Continuous engagement with key delivery partners and stakeholders during Bid development phase Collaboration plan developed for implementation during project mobilisation	1	2	2	CDF Project Manager	9	2%	£16,150	Potential delay of programme	
R2	Staffing and resourcing	If project continuity is broken by staffing changes or inefficient project management resources place constraints on the programme THEN visitor experience and learning offer will be compromised by inadequate staffing provision or the project will be delayed	6 Month contingency built in to programme to cover any delays Good record keeping and other staff kept regularly informed Project Leader shadows delivery team at all times Operating budget allows for increased staffing to meet anticipated greater demands on the operational team Other BMBC service areas can offer resilience during peak periods	2	3	6	CDF Project Manager	9	5%	£40,375	Potential cost of to programme of lost resource	
R3	Political	If political support is withdrawn THEN the project may be delayed or may not be as impactful as originally hoped	Political support is currently strong and has been fostered over a number of years Ensure positive news stories are communicated and local stakeholders are kept up to date and on board with progress Brief any new members or local interest groups elected during programme lifecycle Ensure any decisions are on forward plans for board meetings early	1	2	2	CDF Project Manager	3	2%	£5,383	Only cost would relate to officer time for drafting and/or redrafting reports - this is an existing cost for BMBC	
R4	Activity Planning - creative practitioners engagements	If artists and other creative practitioners do not engage with the programme THEN the impact of the programme is significantly reduced	Co-production work beginning from the outset of the programme led by University of Sheffield Existing networks already in place with culture and creative partnerships across the borough Luna lead in time to mass engagement in final year of programme	1	4	4	CDF Project Manager	4	2%	£7,178	Not impacted by CDF programme funds	

This page is intentionally left blank

**BARNSELY METROPOLITAN BOROUGH COUNCIL****REPORT OF:** Executive Director, Place**TITLE:** Update of Design of Housing Development Supplementary Planning Document

<b>REPORT TO:</b>	<b>CABINET</b>
<b>Date of Meeting</b>	<b>18 May 2022</b>
<b>Cabinet Member Portfolio</b>	<b>Regeneration and Culture</b>
<b>Key Decision</b>	<b>Yes</b>
<b>Public or Private</b>	<b>Public</b>

**Purpose of report**

This report seeks authority to consult on an updated version of the Design of Housing Supplementary Planning Document (SPD).

**Council Plan priority**

Sustainable Barnsley

**Recommendations**

That Cabinet:-

- 1. Gives approval to consult on the Design of Housing Development Supplementary Planning Document**

**1. INTRODUCTION**

- 1.1 The Local Plan, adopted on 3<sup>rd</sup> January 2019, contains policies to be considered when determining planning applications. Supplementary Planning Documents contain further advice and explain how these policies will be applied.
- 1.2 A number of Supplementary Planning Documents were adopted following the adoption of the Local Plan, including the Design of Housing Development SPD. Amendments are proposed to update the SPD and clarify some issues to improve implementation of the document. Appendix 1 contains the SPD with the proposed changes shown as tracked changes.

## **2. PROPOSAL**

- 2.1 It is proposed that the Design of Housing SPD is amended. The paragraphs below summarise the reasons for the proposed amendments. Appendix 1 contains the SPD with the proposed changes highlighted with deletions struck through in black and additions in red and underlined.

### **2.2 Houses in Multiple Occupation**

Sections 26 and 27 have been updated to reflect the application of the HMO Article 4 direction.

### **2.3 Definition of Large dwellings**

At paragraph 7.2 clarification has been added that a dwelling is considered to be large and therefore protected by Local Plan policy H9 if it has four bedrooms or more. This was the original intention of the SPD, however at present the wording says four or five bedrooms.

### **2.4 Building for Life**

Building for Life 12 was used at the time the SPD was produced. Building for Life is the scheme to assess how well designed new homes and neighbourhoods are. This has been updated and is called Building a Healthy Life. It is proposed to update the SPD with the latest terminology to reflect the changes.

### **2.5 Design of Residential Car Parking or Garages**

Amendments are proposed to section 11 to remove reference to Building for Life and provide further clarity in relation to the design of car parking or garages.

### **2.6 Public Consultation**

Public consultation will take place for a period of four weeks in accordance with the Town and Country Planning (Local Planning) regulations, 2012. Comments will be considered and a further report will be taken to Cabinet detailing any changes made as a result of consultation, and seeking authority to adopt the final version.

- 2.7 Appendix 1 contains the revised document with the proposed changes highlighted, with deletions struck through in black and additions in red and underlined.

## **2. IMPLICATIONS OF THE DECISION**

### **3.1 Financial and Risk**

Consultations have taken place with representatives of the Service Director – Finance (S151 Officer).

The cost of the public consultation including printing and publicity costs are estimated to be no more than £1,000. This additional expenditure will be financed from the existing Planning budget. No Appendix A is therefore required.

### 3.2 Legal

Preparation, consultation and adoption of Supplementary Planning Documents is carried out in accordance with the Town and Country Planning (Local Planning)(England) Regulations 2012.

### 3.3 Equality

Full Equality Impact Assessment completed

An Equality Impact Assessment was carried out to support the Local Plan. This concluded that all policies and proposals apply to all sectors of the community equally and that it makes provision for a range of housing types to meet differing needs such as affordable housing. A further assessment was carried out when the suite of SPD's was adopted in 2019. This recognised that the key impacts were around providing translation and interpretation assistance to those individuals that require it to help them understand the SPD's. An action for future consultation was to arrange targeted consultation such as face to face meetings with the equality forums as appropriate, relevant to the subject of the SPD. This can be carried out during consultation on this draft.

### 3.4 Sustainability



As the minor changes to an existing SPD are the subject of this report, it is considered that in most instances the report has no impact. It is considered that a low positive impact is had on homes.

### **3.5 Employee**

There are no employee implications arising from this report.

### **3.6 Communications**

Communications support will be required to publicise the consultation through press releases and social media.

## **4. CONSULTATION**

Consultation has taken place internally. It is proposed to carry out public consultation on the updated draft document.

## **5. ALTERNATIVE OPTIONS CONSIDERED**

- 5.1 One alternative approach would be not to update this document. The current adopted version of this document does not contain the latest information regarding HMO's, therefore it is preferable to update the document.

## **6. REASONS FOR RECOMMENDATIONS**

- 6.1 The proposed updated Design of Housing SPD contains some helpful information and amendments that will provide clarity for service users.

## **7. GLOSSARY**

SPD Supplementary Planning Document

## **8. LIST OF APPENDICES**

Appendix 1: Updated Design of Housing SPD for consultation

## **9. BACKGROUND PAPERS**

Current Design of Housing Development SPD

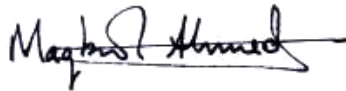
<https://www.barnsley.gov.uk/media/15709/design-of-housing-development-spd.pdf>

Barnsley Local Plan <https://www.barnsley.gov.uk/media/17249/local-plan-adopted.pdf>

If you would like to inspect background papers for this report, please email [governance@barnsley.gov.uk](mailto:governance@barnsley.gov.uk) so that appropriate arrangements can be made



## 10. REPORT SIGN OFF

<b>Financial consultation &amp; sign off</b>	<p>Senior Financial Services officer consulted and date</p> <p></p> <p>13/04/2022</p> <p><i>This box must be signed to confirm that there are no financial implications. Alternatively, a signed Appendix A outlining the financial implications is required.</i></p>
<b>Legal consultation &amp; sign off</b>	<p>Legal Services officer consulted and date</p> <p><b>21/04/22 Jason Field</b></p>

**Report Author: Paula Tweed**  
**Post: Planning Policy Group Leader**  
**Date: 6<sup>th</sup> April, 2022**

This page is intentionally left blank

1. About this guidance .....	2
2. Introduction .....	2
3. Relationship with existing dwellings and space between proposed dwellings .....	5
4. External spacing standards.....	6
5. Internal spacing standards.....	7
6. Character .....	7
7. Protection of Existing Larger Dwellings .....	8
8. Health and Wellbeing .....	8
9. Designing Out Crime .....	9
10. Streets .....	9
11. Design of residential car parking and garages.....	10
12. Front gardens and boundary treatments.....	11
13. Landscape design.....	11
14. Walls and fences .....	12
15. Existing trees and hedgerows and other features of ecological value.....	12
16. Public rights of way.....	13
17. Drainage and flood risk.....	13
18. Recycling/waste provision.....	13
19. Obscure glazing.....	14
20. Signage and street furniture.....	14
21. Technical requirements.....	14
22. Removal of permitted development rights.....	14
23. Infill development.....	15
24. Backland development .....	15
25. Corner sites .....	16
26. Conversions of buildings to residential accommodation .....	16

## 1. About this guidance

- 1.1** The National Planning Policy Framework (NPPF) indicates that Local Development Documents form the framework for making decisions on applications for planning permission. Decisions have to be taken in accordance with the development plan unless other material considerations indicate otherwise. NPPF advises that a local planning authority may prepare Supplementary Planning Documents to provide greater detail on the policies in its Local Plan. Supplementary Planning Documents are a 'material' consideration when planning applications are decided.
- 1.2** As required by the Planning and Compulsory Purchase Act 2004 we have prepared a Statement of Community Involvement (SCI) which sets out how we will involve the community in preparing our Local Plan and consulting on planning applications. In accordance with the SCI we have involved people who may be interested in this Supplementary Planning Document and asked them for their comments. We have produced a consultation statement which summarises all the comments people made to us and our response. This is available on request.
- 1.3** This document covers new housing development, conversion of non residential buildings to residential use and adapting residential properties to different house types, for example dwellings to flats and Houses in Multiple Occupation.

## 2 Introduction

### Policy D1 High Quality Design and Place Making

#### Design Principles:

Development is expected to be of high quality design and will be expected to respect, take advantage of and reinforce the distinctive, local character and features of Barnsley, including:

- Landscape character, topography, green Infrastructure assets, important habitats, woodlands and other natural features;
- Views and vistas to key buildings, landmarks, skylines and gateways; and
- Heritage and townscape character including the scale, layout, building styles and materials of the built form in the locality.

Through its layout and design development should:

- Contribute to place making and be of high quality, that contributes to a healthy, safe and sustainable environment;
- Complement and enhance the character and setting of distinctive places, including Barnsley Town Centre, Penistone, rural villages and Conservation Areas;
- Help to transform the character of physical environments that have become run down and are lacking in distinctiveness;

## Supplementary Planning Document: Design of Housing Development

- Provide an accessible and inclusive environment for the users of individual buildings and surrounding spaces;
- Provide clear and obvious connections to the surrounding street and pedestrian network;
- Ensure ease of movement and legibility for all users, ensure overlooking of streets, spaces and pedestrian routes through the arrangement and orientation of buildings and the location of entrances;
- Promote safe, secure environments and access routes with priority for pedestrians and cyclists;
- Create clear distinctions between public and private spaces;
- Display architectural quality and express proposed uses through its composition, scale, form, proportions and arrangement of materials, colours and details;
- Make the best use of high quality materials;
- Include a comprehensive and high quality scheme for hard and soft landscaping; and
- Provide high quality public realm.

**2.1** In terms of place making development should make a positive contribution to achieving qualities of a successful place such as character, legibility, permeability and vitality.

## Policy GD1 General Development

Proposals for development will be approved if:

- There will be no significant adverse effect on the living conditions and residential amenity of existing and future residents;
- They are compatible with neighbouring land and will not significantly prejudice the current or future use of the neighbouring land;
- They will not adversely affect the potential development of a wider area of land which could otherwise be available for development and safeguards access to adjacent land;
- They include landscaping to provide a high quality setting for buildings, incorporating existing landscape features and ensuring that plant species and the way they are planted, hard surfaces, boundary treatments and other features appropriately reflect, protect and improve the character of the local landscape Any adverse impact on the environment, natural resources, waste and pollution is minimised and mitigated;
- Adequate access and internal road layouts are provided to allow the complete development of the entire site for residential purposes, and to provide appropriate vehicular and pedestrian links throughout the site and into adjacent areas;
- Any drains and, culverts and other surface water bodies that may cross the site are considered;
- Appropriate landscaped boundaries are provided where sites are adjacent to open countryside;
- Any pylons are considered in the layout; and
- Existing trees that are to remain on site are considered in the layout in order to avoid overshadowing.

**2.2** This Document primarily supplements Local Plan policy D1 High Quality Design and Place Making, and sets out the principles that will apply to the consideration of planning applications for new housing development, including conversions, infill and backland development.

**2.3** Paragraph 130 of the National Planning Policy Framework states:

*"Permission should be refused for development of poor design that fails to take the opportunities available for improving the character and quality of an area and the way it functions, taking into account any local design standards or style guides in plans or supplementary planning documents. Conversely, where the design of a development accords with clear expectations in plan policies, design should not be used by the decision-maker as a valid reason to object to development. Local planning authorities should also seek to ensure that the quality of approved development is not materially*

## Supplementary Planning Document: Design of Housing Development

*diminished between permission and completion, as a result of changes being made to the permitted scheme (for example through changes to approved details such as the materials used)."*

- 2.4** Further detailed guidance on residential development is provided in the South Yorkshire Residential Design Guide, which is available on the Council's website. The Guide includes information requirements, design guidelines and technical requirements. The Guide looks at the design of residential development at three scales: the wider neighbourhood scale, the streets scale and the finer scale of plots, blocks and buildings.
- ~~**2.5** The Council uses Building for Life 12 to structure discussions with housebuilders, to help steer and assess the design and layout of developments of ten or more dwellings. It sets out twelve questions about new housing developments plus recommendations of things to achieve and avoid. It should be used by housebuilders from an early stage of their design. Any design and access statement should include a Building for Life assessment, answering the twelve questions.~~
- 2.5** The council uses Building for a Healthy Life, (the latest edition of, and new name for Building for Life 12), to structure discussions with housebuilders, to help steer and assess the design and layout of developments of ten or more dwellings. The 12 considerations within Building for a Healthy Life should guide housebuilders from an early stage of their design and form the basis for any discussions with the council on design at pre-application stage. A Building for a Healthy Life assessment should be incorporated into any design and access statement accompanying a planning application for ten or more dwellings. The assessment should respond to and expand upon the 12 considerations set out in Building for a Healthy Life.
- 2.6** You are advised to discuss your proposal with the Council at an early stage. Formal pre-application discussions can help avoid problems and delays once an application is submitted. Further information, including the Pre-application Advice Protocol and charges for this is available on the Council's web site.

### General Criteria

- 2.7** The Council will assess your proposal against the guidelines set out below. However, if your scheme matches these guidelines it does not necessarily mean that your application will be approved or that you have fulfilled your responsibility to achieve quality development. The guidelines should ensure that development which would have an unacceptable impact will be avoided. However, in some instances higher standards may be required and in other cases standards may be relaxed if there are mitigating circumstances and the development would result in overall benefits to the community and the environment.

## 3 Relationship with existing dwellings and space between proposed dwellings

- 3.1** The layout and design of new housing development must ensure that high standards of privacy, light and outlook are provided for existing and proposed residents.
- 3.2** Developers in the first instance should consider design led solutions to ensure layouts deliver high standards by avoiding:-

1. Close overlooking of the windows in any existing dwelling or its garden from the proposed development.
2. The introduction or intensification of vehicular and pedestrian movements close to an existing dwelling, its garden or its boundary.
3. The overbearing or overshadowing effect of new buildings on an existing dwelling or its garden.

**3.3** In order to ensure adequate levels of privacy are provided/ maintained, to ensure residential development does not result in unacceptable levels of overshadowing or loss of outlook and in order to provide adequate amenity space, development will usually be expected to comply with the external spacing standards set out below.

## **4 External spacing standards**

1. Where front elevations face a road the dwellings should be an appropriate distance apart. The Council will accept a minimum of 12m where the dwellings are of the same storey and it will achieve a streetscape that reflects local character.
2. The minimum back-to-back dimension between facing habitable rooms, (ie any room used or intended to be used for sleeping, cooking, living or eating purposes), should be 21metres. Where housing abuts the edge of existing settlements, the back-to-back dimension towards existing housing should be greater than 21 metres. Advice will be given on a case by case basis, based on the privacy and outlook of the existing dwelling.
3. Where the proposed dwelling/s is/are more than two storeys in height (excluding rooms in the roofspace), the back-to-back separation distance/s should increase by 3 metres for every additional storey.
4. Proposed habitable room windows at first floor level and above should be a minimum of 10m from the boundary of any private garden which they would face and habitable room windows in existing dwellings at first floor level and above should be a minimum of 10m from any proposed private garden which they would face. A reduced distance may be accepted for bungalows provided they meet garden size standards and ensure adequate levels of amenity for occupants in terms of outlook, privacy and daylight.
5. Proposed walls without habitable room windows (usually side elevations) should be at least 12 metres from original habitable room windows. Where the proposed dwelling is more than two storeys in height (excluding rooms in the roofspace), the separation distance should increase by 2m for every additional storey.
6. Rear gardens of proposed dwellings should be at least 50m<sup>2</sup> in the case of two bedroom houses/bungalows and 60m<sup>2</sup> for houses/bungalows with three or more bedrooms. Smaller gardens may be acceptable in corner plots if privacy and daylighting can be maintained.
7. Distances between new buildings and existing dwellings may be relaxed depending on a number of factors including site level relationships, (i.e. if at a lower level), existing screening or landscaping between the existing and proposed buildings and location. Each case will be judged on its merits but detailed information must be submitted to demonstrate that adequate levels of amenity would be retained for existing residents and provided for residents of proposed dwellings (e.g. cross sections, sun path diagrams).
8. Shared private space for flats must be a minimum of 50m<sup>2</sup> plus an additional 10 m<sup>2</sup> per unit as balcony space or added to shared private space. Where private space cannot be provided balconies must be provided. Balconies must be a minimum of 3 m<sup>2</sup>. The amount of shared private space to be provided will also depend on the quality, quantity and accessibility of local public open space.



9. Full compliance with standards is expected in predominantly residential areas whereas they may be slightly relaxed in town centre situations/higher density areas.

## 5. Internal spacing standards

- 5.1 All developments should achieve the internal spacing standards set out in the South Yorkshire Residential Design Guide –Technical Requirements section 4A.2, (p130-131).

## 6. Character

- 6.1 Development must respect local context, history, built heritage, character and communities, ensuring that proposed developments preserve or enhance local physical, environmental, social, cultural, historical and economic characteristics.
- 6.2 The design of new developments must be based on an appraisal of existing landscape and settlement character. The primary design source for maintaining character should be the character area in which the site is located if this is a positive source. Where there is no specific positive source to draw on, the development should be designed to create character. Using the lack of local character as a justification for poor and characterless design will not be accepted.
- 6.3 The design of all new development must be based on an appraisal that identifies any existing positive features within the site and assesses the advantages and disadvantages of retaining them.
- 6.4 The design of all new development must be based on an appraisal of the townscape of the site and surrounding area and their relation to topography. All new development should be designed as a considered response to topography and townscape.
- 6.5 Views into and out of the site should be considered at an early stage of the design process. Where the site is visible from a distance, especially where the local topography varies, a visual impact assessment should be undertaken to help influence the layout and design of the development.
- 6.6 The use of standard layouts, plot sizes and building designs which relate poorly to their surroundings and could be anywhere in the country should be avoided. Where standard house types are used they should be adapted to complement local character, beyond just changing external materials.
- 6.7 The design of new developments should be specific to their location and should seek to co-ordinate the landscape framework, street pattern, route hierarchy and townscape to create a coherent public realm and open space network.
- 6.8 Innovative design solutions that depart from the local context may be allowed if they are considered to have a positive impact on the character of the area.
- 6.9 Within larger schemes the pattern of house types and designs should be varied to create visual interest and support character areas within the development.
- 6.10 In all proposals elevations and fenestration should be designed in such a way that they provide relief, depth texture and modelling. This helps to provide visual interest, break down the massing of dwellings and contribute to the character of a development.

- 6.11** Window and door openings should have sufficient recess in the reveal to give visual articulation. Typical cross sections of windows and doors at 1:5 or 1:20 scale should show a minimum 50mm set back within the reveal. Exceptions can be made where flush detail is part of a deliberate and coherent architectural composition.
- 6.12** A Design and Access Statement should include the above analysis.
- 6.13** Further guidance on character is given in the South Yorkshire Residential Design Guide, for example on pages 62-66.

## 7. Protection of Existing Larger Dwellings

- 7.1** Local Plan policy H9 Protection of Larger Existing Dwellings resists development within the curtilage of existing larger dwellings where it will have an adverse impact on the setting of the original dwelling, and the size of the remaining garden area.
- 7.2** For the purposes of this policy we consider 'larger dwellings' to be those that have four or five more bedrooms, or are capable of accommodating four or five bedrooms without significant adaptation.

## 8. Health and Wellbeing

- 8.1** If considered at an early stage of design there are opportunities for developers to improve the health and wellbeing of the residents of new development.
- 8.2** For example on larger schemes the layout ~~could~~ should include walking and cycling routes linking through the development, or the creation of green corridors to improve air quality. For the design of open spaces an inclusive approach ~~may~~ should look not only at the needs of children and young people but also at the needs of an increasingly elderly population.
- 8.3** The council uses the new edition of Building for Life 12, 'Building for a Healthy Life,' to guide the design and layout of developments of ten or more dwellings. This edition has been written in partnership with Homes England and the NHS and has a stronger health and wellbeing emphasis. For example, in the light of the pandemic, it recognises the importance of designing to encourage active travel (cycling and walking) to essential services and work and the importance of access to green spaces.
- 8.4** Sport England has produced guidance showing how to promote 'active lifestyles' in the design and layout of housing developments. Their 'active design guide' sets out 10 principles to help increase activity in everyday lives, helping to improve the health and wellbeing of local residents and neighbouring communities. The guide has been developed in partnership with Public Health England. The online resource, including case studies, is available via:  
<https://www.sportengland.org/facilities-planning/active-design/>
- 8.5** Supporting information on the promotion of health and wellbeing could be included in the design and access statement which accompanies a planning application.

## Supplementary Planning Document: Design of Housing Development

### 9. Designing Out Crime

- 9.1** Measures to design out crime should be considered at an early stage of the design process. These should include maximising opportunities for natural surveillance and ensuring a clear definition of public and private spaces. Development should take account of the guidance within the Secured by Design website. Please see the link below.

<http://www.securedbydesign.com/industry-advice-and-guides/>

### 10. Streets

- 10.1** The design and layout of new residential streets should reflect the principles of Manual for Streets, which are expanded upon in pages 75-82 of the South Yorkshire Residential Design Guide.
- 10.2** Developments should therefore comply with the following:
- The design of all new development must be based on an appraisal of the surrounding street pattern, which identifies the hierarchy of routes and the pattern of movement through the area.
  - The design of the street pattern should form a connected network of streets. There should be enough connections with surrounding streets and neighbourhoods and within new development to create a layout that is walkable, offers direct connections, choice and flexibility.
  - As far as possible, new streets should be connected at both ends to form a through street. Cul-de-sacs should only be used sparingly, where they are the only appropriate design solution and should be short and straight. Proposals should allow for the future expansion of the movement network to enable future phases of development to be fully integrated.
  - All new streets should be defined by the fronts of plots with buildings orientated to face the public highway, space or private street space to create an active frontage. Blank side elevations facing onto streets should be avoided.
  - Where the development site abuts an existing public highway, the new development should where possible front the existing street.
  - Management and maintenance of the public highway, as well as private street spaces, must be considered from the outset and general principles agreed with the adopting authority at the concept stage.
  - By default, development should form perimeter blocks by creating connected streets and maintaining well defined frontages. The design of blocks should not be uniform but should reflect the character of the different surrounding streets that make up the block.
  - The character of new streets should not be uniform but should vary as part of a hierarchy, depending on their location in order to integrate development into the locality, to retain local distinctiveness and create vibrant, legible and memorable places. Longer streets with continuity of elements tend to have a stronger sense of integration whereas short blocks, arbitrary curves and the lack of a continuous building line create a greater sense of fragmentation and can be disorientating.
  - Street spaces should have an appropriate sense of spatial enclosure suitable to their location and role. Height to width ratios of between 1:2 and 1:4 provide good

spatial enclosure. Ratios of less than 1:4 will usually need street trees to create an adequate sense of enclosure. Higher ratios (e.g. 1:1) may be appropriate in central urban areas with higher buildings and proportionately wider streets.

- Streets should have a clear definition between the public and private realms. External private space between the frontage line and building, such as front gardens or shared private gardens, is best if defined by a physical boundary or 'means of enclosure'.
- All streets should be designed to achieve the appropriate vehicular speeds:
  - No more than 20mph where principally serving residential areas;
  - No more than 15mph for shared space streets where segregation between motor vehicles and other road users is reduced;
  - Higher design speeds of up to 30mph may be appropriate on existing routes within built up areas, on bus routes and on larger developments where the extent of 20mph streets would exceed around 1km but proposals for design speeds exceeding 20-mph will be determined on a case by case basis.
- We expect residential developments to incorporate access for buses where reasonable and practical.

**10.3** Speed restraints can significantly affect the layout of a housing development. Vertical deflection, (for example speed humps), are not permitted by the highway authority in Barnsley. Instead the emphasis is on using horizontal deflection, (for example corners), to restrain speed. Long, straight roads should therefore be avoided in housing layouts where speed restraint is required. Early consultation with Highway Development Control on the layout of residential schemes is therefore advised.

**10.4** Developments will be expected to meet the technical requirements relating to street and parking geometry contained in the South Yorkshire Residential Design Guide, in Annex 4B(p133-154).

## 11. Design of residential car parking and garages

**11.1** Developments will be expected to meet the standards for parking design set out in the South Yorkshire Residential Design Guide considering parking as an integral part of the design of residential development. Particular attention should be given to sections S2.5 On-street parking (p102) and B1.6 Off-street parking (p116-117). Developments will also be expected to meet the technical requirements set out in annex 4B Street and parking geometry (p133-154).

**11.2** A range of parking solutions should be used, appropriate to the context and the types of housing proposed.

**11.3** Parking areas to the front of dwellings should be designed to reduce their dominance. Building for Life considers that An over reliance on in front of plot parking that tends to can create over wide streets dominated by parked cars and driveways, unless there is sufficient space to use strong and extensive landscaping to compensate for the lack of built form enclosure., is avoided.

## Supplementary Planning Document: Design of Housing Development

- 11.4** Continuous strips of front of dwelling parking are not acceptable. The starting point should be the guidance from Building for Life of a 50:50 hard/ soft landscaping balance at the front of dwellings. The guidance from Building for a Healthy Life where front of dwelling parking is used is there should be a generous landscaping to settle parking into the street.
- 11.5** The maximum number of front of dwelling parking spaces acceptable in a row is four. These should be used sparingly in a development and be separated from other parking spaces by a considerable width of soft landscaping, i.e. more than the width of a parking space.
- 11.6** Side of dwelling parking spaces should not occur on the corners of junctions, as they weaken the streetscene.
- 11.7** The design and location of garages should be subservient to dwellings. Integral garages should be set back from the frontage of the dwelling. In semi-detached dwellings any integral garages should be located at the outer edges of the dwellings and not in the centre, to reduce their visual dominance. Detached garages should ideally be located behind the frontage of their dwelling; they should not be a dominant feature of the streetscene. Garages, integral or detached, should not form the end view of any vistas or be prominent in important views.
- 11.8** New parking areas proposed to the front of existing historic dwellings, or dwellings in historic areas, will be resisted where they would result in the loss of characteristic or historic front boundary walls and gardens.

## 12. Front gardens and boundary treatments

- 12.1** The area between dwellings and the highway provides one of the best opportunities for enhancing the appearance of a housing development. Careful attention to matters such as paved surfaces rather than tarmac, tree and shrub planting, and the erection of walls and railings can have a major impact. The use of a physical boundary or 'means of enclosure' helps to define the extent of private space which has been shown to help with crime prevention and helps to reduce the visual impact of any off-street, front of dwelling, parking. Where front garden physical boundaries exist in neighbouring areas these should continue to be used in new development. In order to reduce opportunities for crime it is appropriate for front gardens to be overlooked by other dwellings.

## 13. Landscape design

- 13.1** Careful attention must be given at any early stage to the design of a comprehensive landscape scheme. The scheme should be designed to help the development fit into its surroundings and soften its visual impact. The planting of trees, hedges and shrubs in prominent locations will improve the appearance and saleability of a site and may in time prove ecologically valuable.
- 13.2** A landscaping scheme should be submitted with your planning application. The benefits of employing a qualified Landscape Architect cannot be overstated. Generally the Council

will not require a landscaping scheme for a single dwelling.

- 13.3** ~~**Trees:** The development should achieve an overall tree planting based on an average of one tree per plot. While smaller 'garden' trees such as Rowan and Cherry can be attractive, larger trees should also be provided (e.g. Oak, Beech and Chestnut). Planting will usually be most advantageous on prominent site frontages, to the front of individual houses and on the edge of open space and open countryside.~~

**Trees:** New streets should be tree lined and opportunities should be taken to incorporate trees elsewhere in developments, (such as parks and community orchards). To maximise the benefits of tree planting, the council will expect a minimum of 1 tree per dwelling, including street trees to be designed into the public realm where appropriate. More than 1 tree per plot will be expected for larger dwellings. Planting can be particularly advantageous on prominent frontages, to the front of individual houses and on the edge of green space and open countryside.

- 13.4** Landscape planting should be considered as an integral part of the design and layout of housing development, and should include linear features, for example boulevards of large, canopied specimen trees, and/or feature planting at junctions or community focal spaces along streets where they can aid legibility and place making.
- 13.5** While smaller 'garden' trees such as Rowan and Cherry can be attractive, larger trees should also be provided (e.g. Oak, Beech and Chesnut).
- 13.6** Where trees are proposed in the street, they should reflect the technical guidance on pages 170-182 of the South Yorkshire Residential Design Guide.
- 13.7** **Shrubs:** Tree planting will be most successful when underplanted with shrubs and/or ground cover. This helps protect the tree from vandalism and accidental damage until it is established. Careful shrub planting can also form an attractive feature in itself.
- 13.8** **Hedges:** Hedges are an attractive alternative to walls, fences and open plan frontages. Prickly hedges such as hawthorn can also provide a deterrent to burglars.

## **14 Walls and fences**

- 14.1** The type of fencing or walls around back gardens will generally be the choice of future residents. However, higher quality boundary treatments will usually be required where they are visible from public vantage points. This is particularly so for front and side boundaries, which will be clearly visible from the street. Where residential development is proposed adjacent to Listed Buildings, in or adjacent to Conservation Areas or in other areas where the local vernacular is dominated by natural materials, it will usually be necessary to use natural materials on prominent boundaries.
- 14.2** A freestanding retaining wall retaining over 1.5 metres of ground would need approval under the South Yorkshire Act 1980. Retaining walls forming part of a building will normally require approval under the Building Regulations. For further information you should contact the Building Control Section on (01126) 772678.

## **15 Existing trees and hedgerows and other features of ecological value**

- 15.1** If there are mature trees, hedgerows or other features of ecological value (including watercourses and ponds) the Council will expect them to be incorporated into the design and layout of the development, and retained, wherever possible, for their visual and ecological value.



- 15.2** The retention of these features can greatly improve the appearance of a new housing development, giving it an instant maturity and making a significant contribution to its character and distinctiveness. Their careful integration into the landscape framework of the development can help further enhance habitats for wildlife.
- 15.3** A tree survey of the site should inform the layout of any development and should accompany a planning application.
- 15.4** For further advice refer to the SPD's 'Trees and Hedgerows' and 'Biodiversity and Geodiversity'.

## **16 Public rights of way**

- 16.1** It is important that you check whether any public rights of way cross the site. Most public paths are shown on the Definitive Map. However, if a path or track is not shown on the Definitive Map, but exists on the ground and has been used for many years, it may also be a public path and should be treated as such.
- 16.2** Existing rights of way should be incorporated into the site design. Paths should, where possible, be on convenient and attractive routes through landscaped, or open space areas and away from vehicular traffic. Shady alleys between high fences, particularly at the rear of private gardens should be avoided.
- 16.3** It is important that public rights of way are direct, safe, lit and DDA compliant to ensure that people are not discouraged from using public transport due to access to the bus stop and railway station. It is essential where applicable that development is designed to integrate into the existing PROW network to encourage sustainable travel behaviour.
- 16.4** Public rights of way also provide the opportunity for informal recreation to take place.

## **17 Drainage and flood risk**

- 17.1** New residential development will be expected to comply with Local Plan policies CC 3 and CC 4, which relate to flood risk and Sustainable Drainage Systems. Drainage and flood risk issues should therefore be considered at the outset as they will have an impact on the design and layout of residential schemes. In many cases it will be possible to include sustainable urban drainage systems as part of wider Green Infrastructure provision but early discussions will be essential to ensure that the design meets the requirements of the various parties involved in drainage matters (e.g. The Council's Highways & Engineering Service, Yorkshire Water & the Environment Agency). Detailed technical drainage guidance can also be found on pages 155-161 of the South Yorkshire Residential Design Guide.

## **18 Recycling/waste provision**

- 18.1** The Council encourages waste minimisation, re-use and recycling. All new development must be designed to accommodate the waste and recycling regimes in force, for example providing sufficient space for the full range of waste and recycling bins.
- 18.2** Policy WCS7 of the Joint Waste Plan requires a waste management plan for all developments except minor planning applications. A Waste Management Plan should include design and layouts that allow effective sorting and storing of recyclables and recycling and composting of waste, and facilitate waste collection operations.

- 18.3** In design terms bins should not be visible from within the public realm and shared private space when stored. Communal bin storage areas should be in robust materials that will withstand vandalism.
- 18.4** In most instances access must be provided to the rear garden for the storage of wheelie bins, via a clear pathway unimpeded by cars parked within the boundary of the dwelling. For terraced properties the use of ginnels to provide direct rear garden access should be considered as they are more likely to be used than fenced pathways along the rear of adjoining gardens.

## **19 Obscure glazing**

- 19.1** A simple rule that needs to be applied is that if a site can only be developed by introducing unusual design features then it probably should not be developed in the first place.
- 19.2** It is often argued that overlooking can be overcome by using obscure glazing, borrowed light or high level windows. If such solutions are proposed this can only apply to non-habitable rooms such as landings or to secondary windows in a habitable room. For the amenity of future occupiers it is not reasonable to create habitable rooms that have no outlook. Furthermore, in the summer occupiers will want to open windows and this is more sustainable than mechanical ventilation.

## **20 Signage and street furniture**

- 20.1** As far as possible use the overall design of the street to make it obvious how the space should be used in order to avoid unnecessary signage. Use signage only to fulfil legal requirements and provide essential information not obvious from other sources. As far as possible attach signs to walls and buildings.
- 20.2** Specify simple, high quality street furniture and signage that is appropriate to the character of the area. Street furniture as well as buildings should share characteristics with the locality in order to maintain character. Traditional materials are more likely to be more suited to rural locations and contemporary styles more suited to central areas.
- 20.3** Further guidance on signage and street furniture is provided in the South Yorkshire Residential Design Guide on pages 187 & 188.

## **21 Technical requirements**

- 21.1** The South Yorkshire Residential Design Guide provides further guidance on technical requirements including those on: highway structures (p162-163), street lighting (165-166), public utilities (p167-170), (surface) materials (p184-186), adoption of highways (p189- 193), construction waste (p194) and management (p95). Highways Development Control will refer to this section in checking through detailed proposals, which will normally be the subject of planning conditions.

## **22 Removal of permitted development rights**

- 22.1** Residential developments are often designed to maximise density and make the most efficient use of land. In such circumstances the separation distances between buildings are close to the minimum recommended such that future extensions, insertion of windows, additional outbuildings etc. could be highly detrimental to nearby occupiers. Where this would



be the case, normal permitted development rights may be taken away so that the impact of such matters can be assessed.

## 23 Infill development

**23.1** As well as the general criteria, including the external spacing standards, infill development should aim to comply with the following:

- Dwellings should be orientated to have a frontage to the existing public highway. Sides and backs and garages should be sensitively located so the frontage of the new development integrates with the existing street scene.
- The space between the proposed dwelling and adjacent dwellings should reflect the prevailing character of the street.
- The siting of the dwelling should reflect the building line of the dwellings on the same side of the street.
- The eaves and ridge heights of dwellings should usually be comparable with the heights of adjacent dwellings.
- Parking provision should be accommodated in a similar manner to how it is accommodated elsewhere on the street (e.g. if existing dwellings are set forward on their plots with parking at the side, the proposed dwelling should not be set back with parking at the front).
- Architectural features, fenestration and materials should reflect the positive elements elsewhere on the street.
- Infill development should not be piecemeal so as to prejudice potential comprehensive development of a larger area of land.
- Landscaped features such as trees, particularly those prominent in the street scene, should be retained and provided with sufficient space for future growth.

## 24 Backland development

**24.1** As well as the general criteria, including the external spacing standards, backland development should aim to comply with the following:

- Tandem development, with one dwelling directly in front or behind another sharing the same access, will almost always be resisted.
- Piecemeal development, which could prejudice the potential comprehensive development of a larger area of land, should be avoided.
- Backland development is most effective where it includes a number of dwellings served by an adopted highway, which is capable of being used by refuse and other servicing vehicles. Long, narrow private drives (typically in excess of 30m), which would result in excessive 'man carry distances' should be avoided.
- Backland development may be more acceptable in circumstances where there is an existing use at the rear of dwellings and where residential development would benefit the amenity of existing residents and the character and appearance of the locality.

## 25 Corner sites

**25.1** Corner sites can be particularly difficult to design sensitively and, as well as the general criteria, they should usually comply with the criteria relating to infill and backland development. In addition, the following matters should be considered:

- Two dwellings set at right angles can be wasteful in terms of site coverage and also create rear gardens that are overlooked and should be avoided.
- If a pair of semis is set at 45 degrees to the road frontages this can result in triangular rear gardens providing inadequate private amenity space and awkward parking areas on the frontage. This should be avoided.
- If a single aspect dwelling is proposed one frontage invariably ends up with a blank side wall and a long fence or wall facing the highway. This can be softened by introducing some side aspect windows and setting the wall or fence back behind a planted verge. A dwelling that is specifically designed to occupy a corner plot with two active frontages is therefore likely to be the best solution.

## ~~26 Conversions of buildings to residential accommodation~~

~~**26.1** Conversion of buildings to dwellings, flats or houses in multiple occupation (HMOs) will be allowed where the following criteria are satisfied:~~

- ~~• On the street in question, HMOs and bedsits account for less than 10% of the residential properties.~~
- ~~• HMOs and bedsits account for less than 10% of the residential properties within a 50m radius of the site.~~
- ~~• That the proposal would not result in 3 or more HMOs being located immediately adjacent to each other or the sandwiching of a dwelling house between two HMOs.~~
- ~~• The building and curtilage are of sufficient size to provide suitable facilities for residents.~~
  - ~~○ In the case of HMOs, each one should have a shared lounge and shared dining room,~~
  - ~~○ For dwellings and HMOs, garden sizes and external separation distances should reflect the requirements set out in the general criteria.~~
  - ~~○ In all cases, internal spacing standards should meet the requirements set out in the general criteria.~~
- ~~• There will be no unacceptable noise nuisance for either existing neighbouring residents or occupants of the proposed residential unit(s).~~
- ~~• Satisfactory provision is made for off-street car parking in accordance with the Council's standards or, exceptionally the development is considered unlikely to give rise to unacceptable conditions of congestion or safety on the adjoining public highway(s) by reason of inadequate off-street car parking.~~
- ~~• The appearance of the building or its curtilage would not be altered to the detriment of the visual amenities of the area.~~

## **26. Conversions of buildings to Houses in Multiple Occupation (HMOs), Studio Apartments or Bedsits**

**26.1** The following guidance applies to proposals for conversion of non residential buildings or smaller dwellings (i.e. those not protected by policy H9 – refer to paragraph 7.2 of this guidance) to HMOs, Studio Apartments or Bedsits. Such proposals will be allowed where the following criteria are satisfied:

- On the street in question, HMOs, studio apartments/ bedsits account for less than 10% of the residential properties.
- HMOs,bedsits and studio apartments account for less than 10% of the residential properties within a 50m radius of the site.
- That the proposal would not result in 3 or more HMOs being located immediately adjacent to each other or the sandwiching of a dwelling house between two HMOs.
- The building and curtilage are of sufficient size to provide suitable facilities for residents.
  - In the case of HMOs, each one should have a shared lounge and shared dining room.
  - Where relevant, garden sizes and external separation distances should reflect the requirements set out in the general criteria.
  - In all cases, internal spacing standards should meet the requirements set out in the general criteria.
- There will be no unacceptable noise nuisance for either existing neighbouring residents or occupants of the proposed residential unit(s).
- Satisfactory provision is made for off-street car parking in accordance with the Council's standards or, exceptionally the development is considered unlikely to give rise to unacceptable conditions of congestion or safety on the adjoining public highway(s) by reason of inadequate off street car parking.
- The appearance of the building or its curtilage would not be altered to the detriment of the visual amenities of the area.

## **27 Conversions of buildings to dwelling houses or apartments/flats (excluding HMOs, bedsits or studio apartments)**

**27.1** The conversion of buildings to dwelling houses or apartments/flats will be supported where internal spacing standards, garden sizes (where relevant) and external separation distances meet the requirements set out in the general criteria and where:

- There will be no unacceptable noise nuisance for either existing neighbouring residents or occupants of the proposed dwelling(s)
- Satisfactory provision is made for off-street car parking in accordance with the Council's standards or, exceptionally the development is considered unlikely to give rise to unacceptable conditions of congestion or safety on the adjoining public highway(s) by reason of inadequate off street car parking.
- The appearance of the building or its curtilage would not be altered to the detriment of the visual amenities of the area.

## Supplementary Planning Document: Design of Housing Development

### Approach to determining a planning application

- 28.1** Based on the information provided and on the council's own records, the council will calculate the number of HMOs and bedsits in the relevant area for each individual planning application. The applicant should undertake their own estimate of the number of HMOs and bedsits to accompany the planning application and provide all their supporting data.

### How to apply the threshold

- 28.2** The percentage concentration of HMOs and bedsits surrounding the application site will be calculated through three main stages:

#### Stage 1 – identify residential properties

- 28.3** The residential properties identified are those located within the defined area of impact surrounding the application site i.e. the street in question or a 50m radius measured from the centre of the site curtilage. To be clear which residential properties are identified, all sub-divided properties including flatted blocks within the same curtilage are counted as one whole property at the first stage

#### Stage 2 – Count HMOs

- 28.4** The residential properties identified at stage 1 will be investigated to check whether they are an existing HMO or bedsits as well as whether or not there are live planning permissions for HMOs and bedsits.

#### Stage 3 – Calculate concentration

- 28.5** The concentration of HMOs and bedsits surrounding the application site as well as those with live planning permission is calculated against the 'total number of residential properties'.

### The approach to sandwiching

- 28.6** This document seeks to avoid dwellings being sandwiched between HMOs and bedsits. However, this would not apply where the properties are separated by an intersecting road or where properties have a back to back relationship in different streets.