

MEETING:	Full Council
DATE:	Thursday 1 February 2024
TIME:	10.00 am
VENUE:	Council Chamber, Barnsley Town Hall

AGENDA

1. Declarations of Interests

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

2. Minutes (*Pages 7 - 20*)

To approve as a correct record the minutes of the meeting of the Council held on 23 November 2023.

3. Communications

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

Recommendations to Council

All reports detailed below are subject to Cabinet recommendation. The Cabinet Spokesperson for the Service in question will respond to any comments or amendments concerning these.

4. Contract Procedure Rule Amendments (Cab.10.1.2024/6) (*Pages 21 - 100*)

RECOMMENDED TO COUNCIL:-

- i) That Council approves the revisions to the Contract Procedure Rules detailed below for publication on the Council's website;
- ii) That Council acknowledges that further revisions will be required to the Contract Procedure Rules in 2024 once more information is known about the Procurement Bill (Transforming Public Procurement) and its implementation date.

5. Housing Revenue Account - Draft 2024/25 Budget and Capital Investment Proposals 2024-29 (Cab.24.1.2024/7) (*Pages 101 - 124*)

RECOMMENDED TO COUNCIL:-

- i) To approve the HRA draft budget business plan for 2024/25 & note the MTFs (Medium Term Financial Strategy), with any final amendments being delegated to the Cabinet Spokesperson for Growth & Sustainability and the Executive Director for Growth & Sustainability in consultation with the Cabinet Spokesperson for Core Services, the Director of Finance (S151); and Service Director Regeneration and Culture (Client lead for Berneslai Homes);

- ii) To approve a rent, non-dwelling rent, service charge and District Heating kWh increase of 7.7% in line with the Government's Rent Cap to maintain decency and to avoid cuts to services in 2024/25 and future years;
- iii) To approve the 2024/25 Berneslai Homes Management Fee totalling £16.674M, plus Gypsy and Traveller Management fee of £0.069M charged to the General Fund. Total £16.743M;
- iv) To approve the Core Housing Capital Investment Programme for 2024/25 totalling £17.939M (Appendix 1);
- v) To approve in principle, the proposed 5-year New Build and Acquisitions Programme £42.861M (up to c200 properties), subject to individual reports as appropriate, in line with the Council's governance arrangements (Appendix 2);
- vi) To approve a one year only £4.9M priority adjustment from Capital BHS to responsive Revenue Repairs to fund current demand whilst maintaining decency standards.

6. Housing Strategy 2024-28 (Cab.24.1.2024/8) (Pages 125 - 184)

RECOMMENDED TO COUNCIL:- That the outcome of the public consultation exercise be noted and the adoption of the Housing Strategy 2024-28, which has been updated following public consultation, be approved.

7. Statutory Polling District and Place Review 2023 (Cab.24.1.2024/12) (Pages 185 - 208)

RECOMMENDED TO COUNCIL:-

- i) That the council designates the polling districts and places listed in Appendix 1 for all Parliamentary and Local elections;
- ii) That the council empowers the Returning Officer to make any enforced changes to this schedule as required if buildings become unavailable in consultation with the elected members for the affected ward until the next statutory review.

Substantive Items

8. Appointment to Committees and Outside Bodies

To consider the appointments to the following Council Committees:-

Overview and Scrutiny Committee

Proposed – Ms Elizabeth Iles as Cooped Parent Governor Representative for a two year term.

To consider the appointments to the following outside bodies:-

Barnsley cancer prevention and early detection group
Proposed – Councillor Burnett

Shaw Lands Trust
Proposed – Councillor Pickering for a three year term.

9. Amendments to the Constitution (*Pages 209 - 230*)

To receive a report of the Interim Head of Governance and Elections which seeks Full Council's approval for a number of amendments to the Constitution, specifically related to Berneslai Homes.

Minutes of the Regulatory Boards

- 10.** Planning Regulatory Board - 21 November 2023 (*Pages 231 - 232*)
- 11.** General Licensing Regulatory Board - 20 December 2023 (*Pages 233 - 236*)
- 12.** General Licensing Panel - Various (*Pages 237 - 240*)
- 13.** Statutory Licensing Regulatory Board - 20 December 2023 (*Pages 241 - 244*)
- 14.** Appeals, Awards and Standards - Various (*Pages 245 - 248*)

Minutes of the Health and Wellbeing Board

- 15.** Health and Wellbeing Board - 9 November 2023 (*Pages 249 - 256*)

Minutes of the Scrutiny Committees

- 16.** Overview and Scrutiny Committee (Growing Barnsley Workstream) - 31 October 2023 (*Pages 257 - 262*)
- 17.** Overview and Scrutiny Committee (Healthy Barnsley Workstream) - 28 November 2023 (*Pages 263 - 268*)

Minutes of the Area Councils

- 18.** North Area Council - 13 November 2023 (*Pages 269 - 276*)
- 19.** Dearne Area Council - 20 November 2023 (*Pages 277 - 282*)
- 20.** North East Area Council - 23 November 2023 (*Pages 283 - 288*)
- 21.** Penistone Area Council - 30 November 2023 (*Pages 289 - 294*)
- 22.** Central Area Council - 6 December 2023 (*Pages 295 - 298*)
- 23.** South Area Council - 15 December 2023 (*Pages 299 - 302*)

Minutes of the Cabinet Meetings

- 24. Cabinet - 15 November 2023 (*Pages 303 - 304*)
- 25. Cabinet - 29 November 2023 (*Pages 305 - 306*)
- 26. Cabinet - 13 December 2023 (*Pages 307 - 310*)
- 27. Cabinet - 10 January 2024 (*Pages 311 - 314*)

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

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

Minutes of the South Yorkshire Pensions Authority, South Yorkshire Fire and Rescue Authority, South Yorkshire Mayoral Combined Authority, and Police and Crime Panel

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

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

- 29. South Yorkshire Pensions Authority - 7 September 2023 (*Pages 315 - 336*)
- 30. South Yorkshire Fire and Rescue Authority - 9 October 2023 (*Pages 337 - 342*)
- 31. South Yorkshire Fire and Rescue Authority - 20 November 2023 (*Pages 343 - 350*)
- 32. South Yorkshire Fire and Rescue Authority (Draft) - 15 January 2024 (*Pages 351 - 354*)
- 33. South Yorkshire Mayoral Combined Authority Board - 14 November 2023 (*Pages 355 - 362*)
- 34. South Yorkshire Police and Crime Panel (Draft) - 11 December 2023 (*Pages 363 - 368*)
- 35. Questions by Elected Members

To consider the following questions which may have been received from Elected Members and which are asked pursuant to Standing Order No. 11:-

- 1) Councillor P Wright

A recent Freedom of Information request revealed that in the 4 months ended November 2023 there were 1,781 incidents of fly tipping across the Borough. Can the Cabinet member please tell me what the annual cost is for dealing with this scourge on our town?

2) Councillor Christmas

There have been a series of accidents at the junction of Keresforth Road and Stainborough Road. This is the same location where a lady was knocked down suffering life changing injuries. Will the cabinet member be willing to explore all available options to stop cars parking on the blind bend, which is causing motorists to use the opposite side of the road to navigate the bend, leading them into oncoming traffic?

3) Councillor Denton

The 'South Yorkshire Bus Promise' sets out what bus users in Barnsley should expect of the public bus service and what actions should be taken if standards are not met. It was developed by the SYMCA Enhanced Partnership Forum and was approved by the Enhanced Partnership Board in May 2023 with an agreement to publish on the 'Travel South Yorkshire' Website within 6 weeks. This still has not happened. Is the Cabinet Member familiar with this document and supportive of its content?

4) Councillor C Wray

Could the cabinet member please update on progress regarding the Park & Ride Scheme for Barnsley Hospital following the promise in summer 2022 for a feasibility study to be carried out?

5) Councillor Christmas

The new footbridge over the railway line between Penny Pie Park and Pogmoor Rec has been installed with lighting. However, the paths through Pogmoor Rec and Penny Pie Park have no lighting whatsoever. Residents continue to complain that the area feels unsafe to walk through after dark, particularly the elderly and women, meaning some residents choose to walk the long way around to get from Pogmoor Rd to Broadway. Can the cabinet member confirm if the council has any plans to install and improve lighting in Penny Pie Park and Pogmoor Rec to ensure it meets its commitment to make the parks accessible for all?

6) Councillor Christmas

Does the cabinet member feel it is acceptable that run off water from the council owned green space on Saville Road, Gilroyd, continues to flood a resident's garden, rendering the back garden and back door inaccessible, while also causing significant damp and mould within the property?



Sarah Norman
Chief Executive

Wednesday 24 January 2024

MEETING:	Full Council
DATE:	Thursday 23 November 2023
TIME:	10.00 am
VENUE:	Council Chamber, Barnsley Town Hall

MINUTES

Present

The Mayor (Councillor Stowe)

Central Ward

- Councillors Moyes and O'Donoghue

Cudworth Ward

- Councillors Cherryholme, Hayward and Houghton CBE

Darfield Ward

- Councillors Markham, Osborne and Smith

Darton East Ward

- Councillors Denton and Hunt

Darton West Ward

- Councillors T. Cave and Howard

Dearne North Ward

- Councillors Bellamy, Cain and Morrell

Dearne South Ward

- Councillors Bowler, Coates and Moore

Dodworth Ward

- Councillors Christmas and Fielding

Hoyland Milton Ward

- Councillors Franklin and Shepherd

Kingstone Ward

- Councillors P. Wright

Monk Bretton Ward

- Councillors Green, Richardson and Sheard

North East Ward

- Councillors Booker, Ennis OBE and Peace

Old Town Ward

- Councillors Lofts, Newing and Pickering

Penistone East Ward

- Councillors Barnard and Wilson

Penistone West Ward

- Councillors Greenhough, Kitching and Lowe-Flello

Rockingham Ward

- Councillors White and A. Wray

Royston Ward

- Councillors Makinson, McCarthy and Webster

St. Helen's Ward

- Councillors Leech, Tattersall and N. Wright

Stairfoot Ward

- Councillors K. Dyson, Murray and Shirt

Wombwell Ward

- Councillors Eastwood, Frost and Higginbottom

Worsbrough Ward

- Councillors Bowser and Clarke

131. Declarations of Interests

Councillor T Cave declared a non-pecuniary interest in minute number 161 as a Trustee of Barnsley Youth Zone.

Councillor Osborne declared a non-pecuniary interest in minute number 140 due to his position on the board of Barnsley Premier Leisure, and a non-pecuniary interest in any item on the agenda insofar as it related to his position on the board of Berneslai Homes

Councillor Tattersall declared a non-pecuniary interest in any item on the agenda insofar as it related to her position on the board of Berneslai Homes.

132. Suspension of Standing Orders

Moved by Councillor Sir Steve Houghton CBE – Seconded by Councillor Makinson; and

RESOLVED that Standing Order 13(5) of the Council be suspended in respect of minute numbers 133 to 137 insofar as it relates to restrictions on Members speaking only once.

133. Report to Those Charged with Governance (ISA 260) 2022/23

Mr Gareth Mills (Engagement Lead) representing Grant Thornton, the Authority's External Auditor, made a presentation on the ISA 260 report 2022/23; the report to those charged with Governance.

Mr Mills outlined the roles and responsibilities of the External Auditor with specific reference to the work undertaken in relation to the Accounts, The Annual Governance Statement, and Value for Money arrangements to date as well as explaining how this role was undertaken.

It was noted that regular liaison had taken place with senior officers, and a positive working relationship was in place with officers in finance and audit.

Members were advised that an unqualified 'clean' opinion was expected to be issued, with Barnsley being one of the few councils nationally that met the statutory deadline of presenting draft accounts to auditors by 31 May. There were no major weaknesses identified in financial systems, and no audit adjustments were required that would impact on usable reserves.

With regards to value for money, the review of the Council's arrangements including Financial Sustainability; Governance; and Improving Economy, Efficiency and Effectiveness, was expected to conclude in January 2024. There were no issues currently highlighted which would prevent the signing of the 2022/23 accounts, with the position of the Council being balanced and achievable in the short term. Over the medium to long term, the position was more challenging, which reflected the national position.

Key elements of ongoing work were presented, which included consideration of the response to the Ofsted/CQC review and written statement of action, and the DSG deficit and safety valve funding support.

A number of Councillors thanked Mr Mills and his team for the hard work over the past few years. Thanks were also provided to Members and officers involved, including those in finance and audit.

Following the discussion the report was then Moved by Councillor Frost – Seconded by Councillor Bowser; and

RESOLVED:-

- i) That the External Auditor's (ISA 260) Report 2022/23 be approved;
- ii) That the findings on the current position with regards to the Value for Money conclusion be noted (as not completed); and
- iii) That the findings from the audit work in relation to the 2022/23 Financial Statements be noted.

134. Minutes of the Audit and Governance Committee - 15 November 2023

Moved by Councillor Lofts – Seconded by Councillor Barnard; and

RESOLVED that the minutes as printed and now submitted of the proceedings of the Audit and Governance Committee held on the 15 November 2023 be received.

135. Annual Governance Statement 2022/23

Moved by Councillor Frost – Seconded by Councillor Bowser; and

RESOLVED that the final Annual Governance Statement 2022/23 be approved and adopted.

136. Audited Statement of Accounts 2022/23

Moved by Councillor by Councillor Frost – Seconded by Councillor Bowser; and

RESOLVED that the audited Statement of Accounts 2022/23 and Letter of Representation be approved.

137. Audit and Governance Committee Annual Report 2022/23

Moved by Councillor Lofts – Seconded by Councillor Barnard;

RESOLVED that the Audit and Governance Committee's Annual Report for 2022/23 be approved.

138. Minutes

The minutes of the meeting held on 28 September 2023 were taken as read and signed by the Chair as a correct record.

139. Communications

- (a) Inspection Outcomes across Children's Services

The Chief Executive announced that services operating within Barnsley Councils Children's Services directorate had undergone a number of positive inspections this year, under regulatory bodies OFSTED and HMI Probation. This had included an inspection of Youth Justice Services, which received an overall good rating, and a full ILACS inspection, which was also rated overall as good. In addition, there had also been an Early Years Inspection of the Childcare on site at Thurnscoe Family Centre, which was assessed as outstanding and most recently an Ofsted Inspection of Newsome Avenue, a short break facility graded as good.

She added that staff operating within frontline services were often the first port of call for the most vulnerable children, young people and families, and the workforce worked tremendously hard to contain the increasing demand for children's services, provide support at the earliest possible opportunity and support children, families and communities to develop resilience and skills to support each other as children grow and progress into adulthood. She said that children were our future citizens, and this was a tremendous achievement by all staff and partners involved in the inspection processes.

The Chief Executive gave recognition for the contributions made by the service and individual staff members who contributed towards the day-to-day work which was assessed to arrive at these good and outstanding judgements and worked hard on a daily basis to ensure that children and families receive the best possible services.

Thanks were given to the Thurnscoe Family Centre nursery staff, Youth Justice Service staff, Newsome Avenue Childrens Home Staff, Children's Services staff, and wider stakeholders who contributed to this.

The Leader added his thanks to all staff involved in delivering the services mentioned, which were echoed by a number of Members.

(b) IRRV Revenues Team of the Year – Corporate Debt Team – Operational Finance

The Chief Executive announced that the Council's Corporate Debt Team had been selected as finalists in three categories at this year's Institute of Rating Revenue and Valuation National Awards and won the most prestigious award of the evening 'Revenues Team of the Year'. This was an amazing achievement.

The team evidenced how they achieved high levels of customer satisfaction, whilst delivering efficient and effective processes that protected the public purse and ensured value for money.

They had implemented the Financial Vulnerability Index that had revolutionised how the Council collected council tax, whilst protecting the most vulnerable; driven automations which allowed teams to focus on providing value to our customers, improving customer engagement whilst reducing statutory collections activity and the cost of collection.

She added that a mix of people and process and a strong culture of continuous improvement supported by clear performance created excellence, and this team was a shining example of this.

The Chief Executive gave recognition for the contributions made by the Service and individual staff members in winning this prestigious award. Thanks was given to the following staff present in the chamber:- Lucie White, Gemma Pring, Steven Hirst, Donna Slater, Kimberley Dack, Katy Broadhead, Lisa Spurgeon, and Tilly Fieldhouse.

Councillor Frost, and the Leader added their thanks to those involved.

(c) Working together to help those affected by Storm Babet

The Chief Executive reminded members that on Friday 22 September, Storm Babet made its way to Barnsley, bringing with it memories of the catastrophic floods of 2019 and putting Barnsley's emergency resilience to the test.

Sadly, the impact of the storms in some communities was devastating, with properties in Lundwood and the Ings Lane Caravan Site suffering internal flooding. However, the Council's teams were a constant presence out in the community, offering reassurance and support to residents.

Over the days following, many of the council teams showed that strong Barnsley spirit that the borough was known for. She asked Members of the Council to join her in thanking Council staff, Berneslai Homes staff and partners for their quick response and hard work in keeping people safe.

Councillor Higginbottom added his thanks to all partners for their contribution and provided an update to Members with regards to how flood defences had improved the situation compared to previous years, noting that some properties had unfortunately been affected. He noted that plans were in place to continue to improve defences and mitigate against high rainfall volume in a number of areas.

A number of other Members praised the work of officers and volunteers involved in supporting the efforts in their communities.

140. Barnsley Playing Pitch and Outdoor Sports Strategy 2023 (Cab.18.10.2023/9)

Moved by Councillor Higginbottom – Seconded by Councillor Osborne; and

RESOLVED that the Playing Pitch and Outdoor Sports Strategy and its associated recommendations be adopted.

141. Transfer of Police and Crime Commissioner Function (Cab.1.11.2023/6)

Moved by Councillor Sir Steve Houghton CBE – Seconded by Councillor Makinson; and

RESOLVED That Council notes the recent decision of Cabinet to delegate approval to the Head of Paid Service to give the Authority's consent to the making of an order to provide for both the Mayor of South Yorkshire to exercise functions of the Police

and Crime Commissioner (PCC) in relation to South Yorkshire with effect from May 2024 and the reduction of the current mayoral term to align with the PCC election cycle in May 2024.

142. Ofsted's Inspection of Local Authority Children's Services in the Borough (2023) (Cab.15.11.2023/6)

Moved by Councillor T Cave – Seconded by Councillor Peace; and

RESOLVED that the outcomes of the recent inspection be considered and noted.

143. Appointments to Committees and Outside Bodies

Moved by Councillor Howard – Seconded by Councillor Cherryholme; and

RESOLVED that the following changes to committees and representation on outside bodies be made:-

Planning Regulatory Board

Remove – Councillor Burnett

Note 1x Labour Vacancy and 1x Liberal Democrat Vacancy

Overview and Scrutiny Committee

Note 1 x Liberal Democrat Vacancy

Overview and Scrutiny Committee – Healthy Barnsley Workstream (To be drawn from the membership of the Overview and Scrutiny Committee)

Note 1 x Liberal Democrat Vacancy

Outside bodies:-

Advisory Group for the Family Nurse Partnership

Councillor Clarke

Barnsley Transport User Group

Councillors T Cave, Denton, Leech and Moyes

National Park Management Plan – Partnership Group

Councillor Richardson

National Park Management Plan – Delivery Group

Councillor Richardson

South Yorkshire Police and Crime Panel

Remove Councillor Peace
Appoint Councillor Hunt

144. Update and Amendments to the Constitution

Moved by Councillor Sir Steve Houghton CBE – Seconded by Councillor Makinson;
and

RESOLVED that Council approves the updates and amendments to the constitution.

145. Audit and Governance Committee - 20 September 2023

Moved by Councillor Lofts – Seconded by Councillor Barnard; and

RESOLVED that the minutes as printed and now submitted of the Audit and Governance Committee held on 20 September 2023 be received.

146. Planning Regulatory Board - 26 September 2023

Moved by Councillor Richardson - Seconded by Councillor Leech; and

RESOLVED that the minutes as printed and now submitted of the proceedings of the Planning Regulatory Board held on 26 September 2023 be received.

147. General Licensing Panel - Various

Moved by Councillor Green – Seconded by Councillor Clarke; and

RESOLVED that the minutes as printed and now submitted of the proceedings of the various General Licensing Panels be received.

148. Statutory Licensing Regulatory Board Sub Committee - 4 October 2023

Moved by Councillor Green – Seconded by Councillor Clarke; and

RESOLVED that the minutes as printed and now submitted of the Statutory Licensing Regulatory Board Sub Committee held on 4 October 2023 be received.

149. Appeals, Awards and Standards - Various

Moved by Councillor Shepherd – Seconded by Councillor Bowler; and

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

150. Overview and Scrutiny Committee - 12 September 2023

Moved by Councillor Ennis OBE – Seconded by Councillor Clarke; and

RESOLVED that the minutes as printed and now submitted of the Overview and Scrutiny Committee held on 12 September 2023 be received.

151. Overview and Scrutiny Committee (Sustainable Barnsley Workstream) - 10 October 2023

Moved by Councillor Ennis OBE – Seconded by Councillor Clarke; and

RESOLVED that the minutes as printed and now submitted of the Overview and Scrutiny Committee (Sustainable Barnsley Workstream) held on 10 October 2023 be received.

152. Dearne Area Council - 4 September 2023

Moved by Councillor Coates – Seconded by Councillor Moore; and

RESOLVED that the minutes as printed and now submitted of the proceedings of the Dearne Area Council held on 4 September 2023 be received.

153. Penistone Area Council - 7 September 2023

Moved by Councillor Greenhough – Seconded by Councillor Kitching; and

RESOLVED that the minutes as printed and now submitted of the proceedings of the Penistone Area Council held on 7 September 2023 be received.

154. North Area Council - 11 September 2023

Moved by Councillor Leech – Seconded by Councillor T Cave; and

RESOLVED that the minutes as printed and now submitted of the proceedings of the North Area Council held on 11 September 2023 be received.

155. North East Area Council - 21 September 2023

Moved by Councillor Hayward – Seconded by Councillor McCarthy; and

RESOLVED that the minutes as printed and now submitted of the proceedings of the North East Area Council held on 21 September 2023 be received.

156. Central Area Council - 27 September 2023

Moved by Councillor Dyson - Seconded by Councillor Bowser; and

RESOLVED that the minutes as printed and now submitted of the proceedings of the Central Area Council held on 27 September 2023 be received.

157. South Area Council - 20 October 2023

Moved by Councillor Markham - Seconded by Councillor Shepherd; and

RESOLVED that the minutes as printed and now submitted of the proceedings of the South Area Council held on 20 October 2023 be received.

158. Cabinet - 20 September 2023

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

RESOLVED that the minutes as printed and now submitted of the Cabinet Meeting held on 20 September 2023 be received.

159. Cabinet - 4 October 2023

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

RESOLVED that the minutes as printed and now submitted of the Cabinet Meeting held on 4 October 2023 be received.

160. Cabinet - 18 October 2023

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

RESOLVED that the minutes as printed and now submitted of the Cabinet Meeting held on 18 October 2023 be received.

161. Cabinet - 1 November 2023

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

RESOLVED that the minutes as printed and now submitted of the Cabinet Meeting held on 1 November 2023 be received.

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

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

163. South Yorkshire Fire and Rescue Authority - 11 September 2023

RESOLVED that the minutes be noted.

164. South Yorkshire Fire and Rescue Authority (Draft) - 9 October 2023

RESOLVED that the minutes be noted.

165. South Yorkshire Mayoral Combined Authority Board - 12 September 2023

RESOLVED that the minutes be noted.

166. Police and Crime Panel (Draft) - 25 September 2023

RESOLVED that the minutes be noted.

167. Questions by Elected Members

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

1. Councillor White

'Is the Council considering or investigating introducing ULEZ anywhere across the Borough in the foreseeable future?'

Councillor Higginbottom, Cabinet Spokesperson for Environment and Highways, responded by saying no.

2. Councillor Webster

'After the recent excellent campaign highlighting the issues on breast cancer and the focus of it on the females of the community, does the Cabinet Member agreed that we should also be raising the profile of male breast cancer? This is a rare cancer but still needs men to be aware and have the knowledge of how to check themselves and the confidence to report any issue to their GP as a matter of urgency.'

Councillor Cain, Cabinet Spokesperson for Public Health and Communities, said that the council and partners were committed to supporting residents to spot the signs of cancer, and that this was for both men and women. The council was currently using data and insight to prioritise public health work on the main types of cancer that affected residents.

She added that breast cancer was extremely rare in men, with less than five men being diagnosed in Barnsley in the last two years, compared to 503 women in this time. It was highlighted that men can experience similar signs and symptoms of breast cancer to women, so everyone must be aware. Members heard that the council had undertaken significant work to improve breast cancer awareness and increase screening uptake. This included encouraging and supporting people to attend their cancer screening appointments if eligible, promoting the Community Diagnostic Centre at The Glass Works, and contacting their GP if they were worried about any symptoms they may have.

Early detection and prevention campaigns such as the national Be Clear on Cancer campaigns also encouraged people to go to their GP straightaway if they notice any symptoms or changes.

By way of supplementary question, Councillor Webster asked the Cabinet Member thought that children should be taught how to check themselves for all types of cancer in school, to enable them to have the ability to know when something was wrong?

Councillor responded by saying that young people in Barnsley were supported and worked with, as well as parents and other agencies, to make everyone in the borough aware of cancer. The council worked with stakeholders to make sure relevant information was provided to young people.

3. Councillor Fielding

'When will the council be replacing the six properties lost to fire on Woodland Drive?'

Councillor Franklin, Cabinet Spokesperson for Regeneration and Culture responded by stating that, as previously advised, no decisions had been made regarding the re-development of the site at Woodland Drive. The former site of 14-20 Woodland Drive had been fenced and grassed in the interim period, pending the completion of the clearance of properties at 10 and 12 Woodland Drive in the new year.

Councillor Fielding then asked the following supplementary question:- would the cabinet member agree to meet with him and residents as part of the decision-making process in planning for the future of the site.

Councillor Franklin responded by agreeing that he would endeavour to.

4. Councillor Hunt

'When will Market Gate bridge be open?'

Councillor Franklin, Cabinet Spokesperson Regeneration and Culture responded by stating that the council was currently planning for Market Gate Bridge to be open to the public during the weekend commencing on the 8 December.

He added that there would be a soft opening that would give the public access over the bridge. During that weekend the current temporary bridge was also expected to be removed. There would, however, still be some elements of the work that would need completing after this weekend, primarily relating to public realm adjacent to the new bridge. It was anticipated that this work would be complete early in the New Year.

Whilst there had been a slight delay, Councillor Franklin hoped that members would appreciate that this was a large, complex project and officers were doing all they could to complete the project as quickly as possible. He added that the new bridge would be a fantastic addition to Barnsley's skyline and town centre, that the whole town could be proud of.

By way of supplementary question, Councillor Hunt asked that, given that the vast majority of people using the new bridge would have to cross lanes of traffic to get to and from the Metrodome, Oakwell, or home, what provision would be made for pedestrians using the bridge to cross the nearby road safely?

Councillor Franklin responded by stating that for any football match, whilst not fully policed, the area would be well policed, and at the last match the highways officer was also in attendance. However, assurances were given that checks would take place.

5. Councillor Fielding

'Why has the council allowed the project on the plot of land in front of Dodworth Library to remain incomplete for so long?'

Councillor Franklin, Cabinet Spokesperson Regeneration and Culture responded saying that the hard landscaping works were all complete. There had been a delay with the contractor being able to source replacement coping stones and in attending to defects that the Council identified. That element had been resolved.

In addition, the council had been awaiting the winter planting season before carrying out the soft landscaping and planting. It was expected that this work would be completed in the financial year.

Councillor Fielding responded by stating that the work had not been completed, with some walls incomplete and flag stones loose. By way of supplementary question, he asked whether the spokesperson could commit to ensuring the project was finished.

Councillor Franklin replied that he and an officer would go and look at the site.

168. Motion - Inclusive Playgrounds

The following motion, submitted in accordance with Standing Order No 6 was:

Moved by Councillor Kitching – Seconded by Councillor Fielding:-

The Council notes the importance of inclusive playgrounds for disabled children for early childhood development and community integration for the whole family. The Council further notes with concern findings from the disability equality charity Scope that half of families across England and Wales with disabled children have accessibility problems with their local playground.

This Council recognises the need to improve playgrounds across Barnsley borough to achieve inclusivity for the community and to work with families of disabled children to guide the development of inclusive playgrounds.

This Council believes:

- That playgrounds are important spaces for community engagement and childhood development, and these spaces should be built with inclusivity as a core principle.
- That playgrounds in this area should be improved to ensure they include accessible design and inclusive equipment that disabled children can engage with.
- That all children have a right to play and this should be reflected in the community play spaces.

The Council resolves:

- To embed principles of inclusive design to ensure that going forward every development or refurbishment of a council playground in Barnsley considers inclusivity.
- To seek opportunities to embed inclusive design through Council strategies for local planning and community spaces.
- To adequately consult with parents and carers of disabled children, and those with lived experience, to inform the design of inclusive playgrounds so they are appropriate for the community spaces.
- To champion the rights of disabled children to play alongside their peers.
- To advertise accessibility measures and inclusive equipment of local play areas to local residents, via the Council website, the Council social media channels and relevant local information boards.

An amendment, submitted in accordance with Standing order No 8 was then:

Moved by Councillor Sir Steve Houghton CBE – Seconded by Councillor Makinson:-

The Council notes the importance of inclusive playgrounds for disabled children for early childhood development and community integration for the whole family. The Council further notes with concern findings from the disability equality charity Scope that half of families across England and Wales with disabled children have accessibility problems with their local playground.

This Council recognises that whilst there is no statutory duty to provide playgrounds, it recognises the need to improve playgrounds across Barnsley borough to achieve inclusivity for the community and to work with families of disabled children to guide the development of inclusive playgrounds.

This Council believes:

That much work has already been done in this area

- That playgrounds are important spaces for community engagement and childhood development, and these spaces should be built with inclusivity as a core principle.
- That playgrounds in this area should be improved to ensure they include accessible design and inclusive equipment that disabled children can engage with.
- That all children have a right to play and this should be reflected in the community play spaces.

The Council resolves:

- To **continue to** embed principles of inclusive design to ensure that going forward every development or refurbishment of a council playground in Barnsley considers inclusivity.
- To **continue to** seek opportunities to embed inclusive design through Council strategies for local planning and community spaces.
- To **continue to** adequately consult with parents and carers of disabled children, and those with lived experience, to inform the design of inclusive playgrounds so they are appropriate for the community spaces.

- To champion the rights of disabled children to play alongside their peers.
- To advertise accessibility measures and inclusive equipment of local play areas to local residents, via the Council website, the Council social media channels and relevant local information boards.

Recognising that all of the above and any implications arising from them are subject to resource availability and any practical consideration arising from the planning process.

On being put to the vote, the Amendment was WON.

The amended motion therefore became the substantive motion and was:-
 Moved by Councillor Sir Stephen Houghton CBE – Seconded by Councillor Makinson; and

RESOLVED that the Council:-

- i) Continues to embed principles of inclusive design to ensure that going forward every development or refurbishment of a council playground in Barnsley considers inclusivity;
- ii) Continues to seek opportunities to embed inclusive design through Council strategies for local planning and community spaces;
- iii) Continues to adequately consult with parents and carers of disabled children, and those with lived experience, to inform the design of inclusive playgrounds so they are appropriate for the community spaces;
- iv) Champions the rights of disabled children to play alongside their peers;
- v) Advertises accessibility measures and inclusive equipment of local play areas to local residents, via the Council website, the Council social media channels and relevant local information boards; and
- vi) Recognises that all of the above and any implications arising from them are subject to resource availability and any practical consideration arising from the planning process.

.....
 Chair

BARNSELEY METROPOLITAN BOROUGH COUNCIL

REPORT OF: DIRECTOR OF FINANCE, S151 OFFICER

TITLE: CONTRACT PROCEDURE RULE AMENDMENTS

REPORT TO:	CABINET
Date of Meeting	10 January 2024
Cabinet Member Portfolio	Core Services
Key Decision	Yes
Public or Private	Public

Purpose of report

- 1.1. To outline the proposed changes to the Contract Procedural Rules (CPR) which were unable to be completed in the last revision in 2019 and changes required to ensure compliance with Procurement Audit of 2020
- 1.2. To seek approval of the proposed recommendations and the implementation of the revised Contract Procedure Rules across the Council.
- 1.3. To update on the proposed changes to national procurement regulations and potential impact.

Council Plan priority

The proposed revisions to the Contract Procedure Rules are aimed to ensure the Council can fulfil its Enabling Barnsley commitments of being a modern, inclusive, efficient, productive and high performing Council.

Recommendations

That Cabinet recommend that Council:-

- 1. Approve the revisions to the Contract Procedure Rules detailed below for publication on the Council’s website**
- 2. Acknowledge that further revisions will be required to the Contract Procedure Rules in 2024 once more information is known about the Procurement Bill (Transforming Public Procurement) and its implementation date.**

1. INTRODUCTION

- 1.1 The Contract Procedure Rules are established to provide Officers, Members and the public with an understanding of how the Council purchase and enters into contract for goods, works and services.
- 1.2 This would include maintained schools and circumstances when the Council is the Accountable Body, such as when purchased for Berneslai Homes. They aim to ensure a system of openness, fairness, and transparency and facilitate the Council achieving best value from its funding.
- 1.3 A proposal for revisions was taken to Audit Committee in January 2023, however, additional clarification was requested and therefore these were not progressed, and the Project Team took away actions to provide additional detail in the document to provide clarity.
- 1.4 A Project Team including senior officers from procurement, purchasing, contract management, finance, governance, audit and legal have progressed this comprehensive review.
- 1.5 The rules were last revised in July 2023, as an interim measure to revise the values for notice publication to reflect transparency requirements updated by Cabinet Office, more flexibility in the purchasing of goods, works and services up to £50,000, and an allowance for the appointment of agency staffing up to £70,000 to allow more efficient processes. These were implemented immediately whilst the full review of the rules was progressed.
- 1.6 Prior to that, the last revision made to CPRs was in 2019 that reflected changes due to the introduction of the Strategic Procurement and Contract Management Team.
- 1.7 The proposed amendments reflect the recommendations of the 2022 Arum review which was commissioned to support the zero-based review of the Strategic Procurement and Contract Management Team to inform a transformation action plan for the function to better support the Council and its strategies moving forwards.
- 1.8 The amendments also reflect on feedback from the Arum Review and the Council's Red Tape initiative to look at ways to ensure the rules are clear for all Council Officers, Members and the public to understand, reducing unnecessary bureaucracy in processes, but strengthening the focus on value for money to ensure best value is sought in all contracts through procurement and contract management.
- 1.9 The provision of clear policy, procedure and supporting documentation for all Officers involved in procurement and contract management will support robust and effective processes which will provide opportunity to plan properly and ensure responsible officers are able to accurately manage expenditure and budgets to align to their Council's medium term financial strategy.

- 1.10 These Rules should be read and acted upon in conjunction with the Council's Constitution and Financial Regulations, the Scheme for Financing Schools, the Codes of Conduct for Officers and Members, the Council's Commercial Strategy and the additional guidance provided by the Strategic Procurement and Contract Management Team.
- 1.11 These changes are being made in advance of the planned reforms to the UK procurement regulations, which are currently in the final stages of approval by Government and expected to be implemented in Autumn 2024. Every effort has been made to align these changes to current best practice promoted by the Cabinet Office to prepare for these changes, however it is expected further substantial changes will be required to these rules to align to the new regulations when implemented.
- 1.12 Minor amendments will be required 1st January 2024 to reflect the FTS threshold changes which will be updated from this date.

2. PROPOSAL

2.1 To support the transformation recommendation of clear policy, procedure and supporting documentation the Contract Procedure Rules have been amendments and additions are proposed in the following areas;

- Value for money/Best value
- Contract management
- Roles and responsibilities and accountability
- Social Value
- Sustainability
- Thresholds
- Grants/Subsidy Control
- Approvals documents
- Exemptions
- Pre market Engagement/Market research/Market shaping
- Pipeline sharing
- Timelines for the procurement process

2.2 In the review of the Rules the following areas have been updated as well to support operational understanding as well;

- Updates to legislation
- Definitions on Concession Contracts
- Requirements of in-house Service Level Agreements
- Conflict of Interest signed by all procurement participants
- Rejection of late Standard Questionnaires, Quotations and Tenders
- Record of all procurement documentation
- Second Signature for contracts under £100K
- Waiver process

- Submission and Opening of Quotations and Tenders
- Exceptions to Requirements of Competition
- Electronic signatures.

2.3 Value for Money/Best Value

The definition of value for money has been added and will align to future updates of this in the Commercial Strategy, which is being updated in 2024 and the Financial Regulations which are also in the process of being updated.

The definition is taken from the Cabinet Office recommendations as securing the best mix of quality and effectiveness for the least outlay over the period of use of the goods/ services bought. It is not about minimizing up-front costs but based on the four Es;

- economy – minimising the cost of resources for an activity ('doing things at a low price')
- efficiency – performing tasks with reasonable effort ('doing things the right way')
- effectiveness – the extent to which objectives are met ('doing the right things').
- equity - This reflects the extent to which services are available to, and reach, the people they are intended for, and whether the benefits from the services are distributed fairly.

When considering 'outlay', the key factor is whole life cost, not lowest purchase price. Whole life cost takes into account the total cost over the life of a contract, including capital, maintenance, management, operating and disposal costs, and can be very different from initial price.

The estimating contract value form has also been revised to better explain how procuring officers should look to estimate the potential value of a contract, in order to accurately define from the outset the budget required and validate bids received in a procurement or pricing process to align to this.

The changes to the CPR also introduce Best Value documents for single quote and multiple quote processes to ensure a record of the procuring officer's approach to ensuring best value on all contracts to support and encourage best practice.

For procurements which will be led by the Strategic Purchasing, Procurement and Contract Management Team the Procurement Event Approval Document will be used to confirm this, as is standard practice already.

The new forms and processes proposed as part of the CPR amendments are aimed to ensure that responsible officers have a clear understanding of the need to plan properly and ensure that contracts are delivering outcomes and outputs in line with expectations within their defined budget.

2.4 Contract Management

Further information has been added to the CPR to outline the approach to contract management which should be taken for all contracts.

The CPR now define the roles and responsibilities of those involved and how the procurement process should consider contract management requirements to include appropriate mechanisms which will ensure performance in line with requirements and value for money is achieved.

The methodology for contract management has been developed in accordance with Government guidance and toolkits including a version of the Contract Tiering Tool to assess all contracts on the basis of a score achieved across the following criteria;

- Value
- Risk
- Information security considerations
- Social value and sustainability considerations
- Complexity of the contract
- Complexity of the supply market.

The CPR now include a requirement to tier all projects at the procurement stage and develop a Contract Management Plan to define appropriate roles and responsibilities, support performance management and delivery of contract outputs and outcomes.

The defined roles include Contract Managers, Service Lead and Senior Responsible Officers (SRO).

A toolkit will be made available to officers to support the activity associated with contract management proportionate to each tier. This will include documentation to support monitoring and measuring performance of the contract as well as managing cash flow and the change control process to ensure alignment to budget allocated.

On review of the current Council contracts the tiering shows the following split across Directorates and SROs;

Directorate	Category	Gold	Silver	Bronze	Total	SRO's	Contract Managers
Childrens Service	Health & Care	0	2	7	9	-	5
	Corporate	0	0	1	1	-	1
	Totals	0	2	8	10	1	6
Core Services	Corporate	1	5	19	25	-	19
	H E&T	0	1	2	3	-	1
	IT	8	18	111	137	-	3
	Operational FM	5	0	1	6	-	3
	Totals	14	24	133	171	4	26
Growth & Sustainability	Capital	0	1	20	21	-	20
	Corporate	0	3	31	34	-	16
	H,E&T	2	7	20	29	-	9
	Operational FM	3	5	20	28	-	12
	Totals	5	16	91	112	4	57
Health & Adults Social Care	Health & Care	1	2	1	4	-	3
	Totals	1	2	1	4	2	3
Public Health & Communities	Corporate	0	0	5	5	-	5
	H,E&T	0	3	0	3	-	3
	Health & Care	2	8	20	30	-	20
	Totals	2	11	25	38	5	28
Overall	Totals	22	55	258	335	16	109

2.5 Roles and Responsibilities

2.6 An Appendix A to the CPR has been developed to outline the core responsibilities of the key officers involved in the procurement and contract management process to ensure this is fully understood across the organisation and supports ownership and accountability and a strong culture associated with procurement and contract management to drive best practice across the organisation to deliver value for money and the opportunity to maximise the use of our funds.

2.7 Social Value

Social value outcomes are considered and embedded into Council contracts, by utilising the social value toolkit which helps us evaluate social value proposals and manage the providers performance in delivering the outcomes.

The toolkit also supports suppliers to develop action plans to enhance their social value capability. Contract procedure rules have been updated to mandate the consideration of social value within procurement activity.

The Procurement Bill requires that all contracting authorities have due regard to a set of national strategic priorities set out in a published National Procurement Policy Statement and actions for Social Value which emphasize;

- creating new businesses;
- new jobs and new skills;
- tackling climate change and reducing waste; and
- improving supplier diversity, innovation and resilience.

2.8 Sustainability

There are significant environmental financial, reputation, business and community risks associated with our work to ensure the Council achieves its ambition to be Zero Carbon by 2040 and that the Borough can be zero carbon by 2045. Present delivery performance trajectory means we will likely miss the targets without significant changes.

As a result, the CPRs have been updated to ensure that carbon reduction initiatives are considered in procurements aligned to the Council's ambition to achieve net zero carbon in its Sustainable Energy Action Plan.

Further work is being undertaken by the sustainability and procurement teams, alongside Enterprising Barnsley and external partners such as Go4Growth to look at development of suppliers to have an organizational Carbon Action Plan so that in future the procurement process can include a requirement for this to be submitted and part of the evaluation process. This cannot be implemented at this point as the supply chain is not developed enough in this matter but will continue to be monitored for a future iteration of these rules.

2.9 Thresholds

To streamline procurement processes and provide efficiencies for both the Council and suppliers the minimum value for undertaking a competitive procurement exercise through requesting at least 3 quotes will remain at £50,000 (As approved in July 2023 revision).

The requirement for preparing a business case in support of this has been removed, however a Best Value form is being implemented for all contracts at £5000 and above to capture information on how this can be demonstrated.

It is still a requirement of the Service commissioning goods, services or works below £50,000 to ensure they are complying with transparency requirement to publish contracts to the Contracts Register at £5,000 and above and contracts to Contracts Finder at £25,000 and above.

Analysis of the purchase order information for 21/22 and 22/23 show that approximately 80% of all spend is via purchase orders (In SAP SRM7) of £5000 or less, with an average of 95.5% of all works orders (In SAP EEC6) falling below this threshold as well.

Around 10% of all orders are between £5000 and £50,000 so these would now be subject to a best value form and confirmation by the Procuring Officer they have sought value for money.

The threshold at which the Strategic Procurement Team will be required to lead the procurement and the tender must be published to the open market has been increased back to £100,000 for goods and services. The value for works contracts has been increased to £250,000, based on the higher overall value of works in comparison with goods and services and the higher FTS threshold which applies.

The threshold for Area Council procurements and the exemption for specialist temporary skills from an agency sourced via an alternative to the corporate temporary recruitment contract have been uplifted to align to these values.

These revisions are aimed to;

- Give Services more flexibility in low value, routine purchases to invest their resources in ensuring value for money/best value
- To allow a more efficient and streamlined process for requesting quotes between £50,000 and £100,000 for both Council Officers undertaking the process and the providers who are being asked to price.
- Give an increased opportunity for local providers to price for contracts to a higher value before the procurement is subject to open market competition to support local spend and social value
- Reflect the impact of inflation and other market factors on the cost of the goods/services and works being procured since the thresholds were last changed.
- Reflect the planned approach to contract management and tiering of contracts and the principle of contracts up to £100,000 being categorized overall as bronze and therefore could be managed wholly in Service with limited risk to the Council.
- Allow the revised structure of the Strategic Purchasing, Procurement and Contract Management Team to focus on leading contracts where the tiering of contracts will be silver and gold so more specialist expertise can be used to ensure the correct procurement and contract management strategies are employed to ensure value for money/best value and mitigate risk to the Council.
- Align the Council to Cabinet Office recommendations in the Sourcing Strategy that procurement processes should be of proportionate duration and effort to the size and complexity of the contract opportunity. By making our procurement processes unnecessarily complicated or protracted, we risk minimising the pool of bidders and stifling competition.

It should be noted that it is often not the case that a contract will result in one purchase order, so with the current data it is challenging to understand what the level of contracted spend is but the Procurement Team is working on a revision to the SAP system to allow each procurement to generate a contract in the system which all purchase orders will then be linked to. This will allow a better understanding of contracted spend and the ability for the Procurement Team to focus on increasing the value and volume of spend which is part of a formal contract which is subject to contract management to ensure value for money is being assessed.

2.10 Grants / Subsidy Control

Grants have been incorporated with specific guidance relating to grants given by the Council to ensure its interests are protected.

Awareness of Subsidy Control rules (Which came into force in January 2023) and State Aid (For those grants issued before January 2023) have been

included as these are specific to grants and there are consequences for the Council if the rules are broken.

The new CPR's also link to a new Grants register detailing awards given by the Council.

2.11 Approvals Documents

The requirement for Officer Decision Records (ODR) for any procurement up to the current delegated Officer authority, which is £250,000, has been removed. This is to align to the Constitution where there is a mandatory requirement to publish decision of Cabinet and Spokesperson. The publication of the contract on the Contracts Register would ensure the Council is meeting its mandatory requirements to publish decisions.

The Procurement Event Approval Document (PEAD) used for all procurements which are led by Strategic Procurement will be used to capture the business case, approval of funding, procurement strategy and recommendation to award for each procurement to ensure the paperwork associated with each is consistent and not duplicated.

The business case was considered a duplication of business planning and budget management activity conducted by Services and the PEAD Stage 1 has been removed as well.

The removal of the duplicated documents from the process should provide efficiencies for Services which will allow additional time to focus on other elements of the process to procure and contract manage.

2.12 Exemptions

In order to provide a direct route to appoint, where there is no opportunity to procure via a competition the following exemptions have been added to the CPR;

- Mandatory works by statutory undertakers, such as utility companies
- External or grant funding to be allocated in accordance to set terms, for example use of specified contractors for works being funded by the grant
- The creation or acquisition of a unique work of art or artistic performance
- Renewals where the supply is restricted to the original supplier.

This will reduce the number of waivers which are progressed as an exception to competition which are unavoidable and provide efficiencies for Services and those who had been required to approve these.

2.13 Exceptions to Competition/Waivers

The waiver process has been amended to change the stage at which this is completed and also who is required to approve.

The CPR have been amended to have the waiver process agreed before the agreement of the requirement with the proposed provider to ensure that only exceptions to competition which have been approved have the relevant documentation developed, to save Officer time on potentially abortive work.

For waivers up to £100,000 for services and £250,000 for works the accountable Service Director and Executive Director will be the only signatures and they will be responsible for ensuring level of check and challenge is used to assess the rationale for the waiver.

For waivers above £100,000 for services and £250,000 for works the approval will be provided by;

- Accountable Service Director
- Accountable Executive Director
- Service Director – Law & Governance
- Director of Finance (S151 Officer).

Whilst the Head of Service for Procurement and Contract Management has been removed from the authorising signatures, where the reason for a waiver is strategic or tactical the Procurement Team must be consulted to provide check and challenge to the rationale before signatures are sought, regardless of value.

These aim is to ensure this reason is being used appropriately and that any requirement for a future procurement is captured on the forward plan of procurement activity to avoid any future waivers.

For waivers over £100,000 for goods and services and £250,000 for works the Procurement Team would continue to lead the procurement and would be responsible for ensuring a contract is put in place and all notices published in line with transparency requirements.

The Procurement Team will continue to log and monitor waivers and undertake dip sampling to ensure they are being completed for the appropriate reasons to allow reporting back to the Senior Management Team to ensure visibility of their use and any associated risks.

A review of waivers year on year shows that these have been declining in number in the up to £50,000 bracket, as is the case with those which are £50,000 - £70,000 however the volume of £100,000 and over continues to increase;

Waiver Value (£)	16/17	17/18	18/19	19/20	20/21	21/22	22/23	23/24 YTD
0	10	1	0	2	0	0	1	0
1 to 9,999	51	86	112	18	4	1	1	0
up to 50,000	101	179	222	95	55	79	55	14
50,001 to 70,000	7	15	15	18	11	14	11	8
70,001 to 99,999	14	9	10	6	5	16	9	7
100,000+	15	16	19	20	14	25	31	15
Total	140	219	266	139	86	135	107	44

The change in the thresholds from £70,000 to £100,000 should allow scrutiny to be more focused on these waivers and their root cause and allow a more strategic approach to looking at ways to procure competitively for future requirements.

2.14 Pre-Market Research/ Market Engagement

The need to consider the market and the suppliers in the market is now included in the CPRs to ensure procurements are developed to deliver a better outcome whilst maximising competition and improved supply chains for the Council.

This is aligned to government guidance shared by the Cabinet Office in the Sourcing Playbook (June 2023) and the Construction Playbook (Sept 2022) which encourage all potential outsourcing projects to include an assessment of the market early on during the preparation and planning stage and preliminary market engagement should actively seek out suppliers that can help to improve service delivery, including Small and medium-sized enterprises (SMEs) and Voluntary, Community and Social Enterprises (VCSEs) who are experts in their specific field and widely involved in the delivery of public services across the country.

This is an important exercise to support ensuring an accurate estimate of the potential value of the contract to ensure that value for money can be accurately assessed at the evaluation stage.

This process will also ensure that Providers are made aware at the earliest opportunity what the Council is planning from its procurements and contracts and has sufficient time to prepare and should stimulate the supplier market, including small and medium-sized enterprises (SMEs) and voluntary, community and social enterprises (VCSEs), to make it aware of future opportunities, ensuring a competitive market exists.

2.15 Timelines for the Procurement

The need for Services to provide information to the Strategic Procurement and Contract Management Team of potential contracts over £100,000 at the earliest known point has been added, to enable a more accurate commercial

pipeline being collated by the Strategic Purchasing, Procurement and Contract Management Team.

At present the Council publishes its forward procurement pipeline every six months to provide the supply market with insights into expected opportunities.

This aligns to the current Cabinet Office recommendations for all Contracting Authorities to have a commercial pipeline, which is published to the market.

Whilst this is not mandatory it is considered best practice and will prepare the Council for the requirements of the national procurement reforms.

The Procurement Bill once introduced will require publication of procurement pipelines by all government bodies who expect to spend over £100million in a financial year for all contracts (exemptions apply, such private utilities and national security contracts) over £2million within 56 days of the start of the relevant financial year. It is envisaged that this information will be provided on a pipeline notice and be available on the single, central platform.

References to a minimum timeline for the tender period have been amended to make it clear this should be maximised to allow bidders sufficient time to collate a comprehensive response. This should help to provide efficiencies in relation to the evaluation process, but also reflect feedback from key stakeholders in the voluntary sector that more time is needed for smaller organisations who don't have any dedicated resource to complete tender documents.

2.16 Operational Amendments - Updates to Legislation

Following the UK exit from the EU the rules have been updated to remove references to EU related documentation, such as OJEU publication, which has been replaced by FTS.

The references to the EU GDPR Regulations have also been removed.

The definition of regulations in the CPR has also been updated to include the Provider Selection Regime (PSR) which relates to additional provisions planned for implementation by the Government in January 2024 to allow healthcare related services to be contracted for without the need for a competitive procurement exercise. It will still be necessary for those commissioning services of this nature to consider value for money and the appropriate form of contract or service level agreement (If being commissioned from another public sector organisation) to ensure the contract manager for the agreement has the ability to manage the agreement proactively against defined performance measures and budget.

2.17 Concession Contracts

The Council awards a number of concession contracts which are income earning contracts to the Council. The new CPRs recognise this type of contract which is currently used and provide clarity on the rules relating to their use.

2.18 In-house Service Level Agreements

The revised rules contain guidance on essential elements that should be included in any SLA to ensure this is robust and allows effective management during the term, in line with a contract approach.

The rules have also been updated to reflect changes as a result of insourcing construction related activity and the ending of the NPS Barnsley relationship in April 2021.

2.19 Conflict of Interest

All participants within a procurement process should sign a conflict of interest form to ensure any conflicting interests are declared to maintain the integrity of the procurement process.

2.20 Rejection of late Standard Questionnaires, Quotations and Tenders

Revision to CPRs ensures wording covers all stages of the procurement process are treated the same if submitted after stated deadlines.

2.21 Record of all procurement documentation

CPRs require that all documentation from the procurement process should be recorded and stored within the e-tendering system for audit purposes and on SharePoint to ensure they would remain available if the Council was to reprocur its e-tendering system.

2.22 Second Signature for contracts under £100,000

The revised CPRs have clarified who the second signature should be for signing contracts under £1000,000, The signatory should be a person with delegated authority and who has responsibility for the contract procured and its ongoing management.

2.23 PEADs for Contract Variation/ Novation/Extensions

The revised CPRs require a new set of documents to be completed on all contracts with a value of over £100,000 to ensure all the correct contractual, governance and processes are performed before any variation is enacted, extension to a contract is authorised or contract novated to a new contractor.

CPRs have also been updated to contain the requirement to publish a Modification Notice where the Regulations apply and there has been a variation to a contract.

2.24 Estimating Contract Values

Guidance has been developed to clarify how contract values are estimated prior to a procurement process which is aimed to provide Services with information to fully understand what should be included in relation to the term

of the agreement and what elements of costs should be considered, linked to whole life cost assessments.

It is encouraged in this document that Services engage with potential providers to inform this estimate to ensure value for money is properly understood.

2.25 Submission and Opening of Quotations and Tenders

The requirement for 2 independent verifiers has been removed as there is a full audit trail in the e-tendering system.

2.26 Exceptions to Requirements of Competition

The revised CPRs have been updated to contain the requirement to publish a Voluntary ex ante Transparency (VEAT) notice where the Regulations apply, and a procurement exercise is not undertaken.

2.27 Revised Thresholds

As the thresholds for FTS are subject to a bi-annual review the specific references to values have been removed from the Rules to prevent additional changes solely for this purchase and the Aide Memoire updated as a reference guide which can be changed more easily. Since the last revision of the contract procedural rules, the FTS thresholds have been revised along with the requirement to value contracts inclusive of VAT, which has been highlighted in the Rules and the supplementary guidance documents.

This will need to be amended again on 1st January 2024 when the new thresholds come into place.

2.28 Change in value when publishing Contracts Finder Notices

The thresholds for publication were updated in the July 2023 amendments but noted here for reference.

2.29 Electronic signatures

The CPRs have been amended to state that electronic signatures should be used where possible. This is already something which is supported for contracts which are executed under hand and the process for executing contracts under deed electronically is also under consideration by Legal Services.

This process provides significant efficiencies as it allows contracts to be issued and approved in a much shorter timeline and removes supplier and officer time in printing, posting, scanning and storing physical documents and provides an accessible electronic record for future reference.

The Procurement Team are also looking to implement the use of electronic signatures and a workflow approach for the other documents associated with

the CPR, such as the PEAD, waiver, best value forms to allow efficiencies to be realised in these processes as well.

3. IMPLICATIONS OF THE DECISION

3.1 Financial and Risk

There is no financial ask associated with this report and the recommendations.

The clear definitions on roles and responsibilities for Officers should provide a clear structure to mitigate risk associated with the procurement and contract management process.

3.2 Legal

Legal Services have been part of the working group to progress and agree amendments to the Rules and legal implications to the changes to the Contract Procedure Rules are explained within the report.

3.3 Equality

Equality Impact Assessment (EIA) Pre-screening completed determining full EIA not required, however the CPR do include the requirement for the Lead Officer to consider completion of EIA to ensure application of our due regard to the Public Sector Equality Duty.

3.4 Sustainability

Decision-making wheel not completed as this report is recommending a change to Council rules rather than purchase or other matter, however given the importance of the climate emergency and Barnsley Council's organisational and borough-wide commitments, it has been included in the document subject to the level of the contract, all procurement should consider the relevant high-level environmental, social, economic and governance aspects pertaining to sustainability and climate change.

3.5 Employee

The amendments to the rules will require a programme of communication to ensure all officers are made aware of the changes and the impact to their current and future procurement and contract management activity.

As part of the transformation of the purchasing, procurement and contract management team there will be a programme of engagement with services all at strategic and operational level to ensure the rules are understood and officers are clear on their roles and responsibilities and what has changed and the reasons for it. This employee engagement will tie in strongly with the emphasis of the medium term financial strategy (MTFS) and commercial strategy to ensure that all employees understand it is part of everyone's role

to ensure value for money from our expenditure.

This engagement will involve members of the purchasing, procurement and contract management team attending directorate management team meetings and then heads of service forums and operational team meetings where required.

There will also be a requirement for elements of skills development for officers who are responsible for procurement which will also be addressed as part of the new training materials and guidance which is being developed currently.

As a more formalised approach to contract management is a fundamental change to current approach there will be a phased roll out of the contract management toolkit, including the contract management action plan to ensure this is properly embedded and lessons are learnt to inform the wider roll out.

The phased roll out will focus initially on the Gold Tier contracts and the contract management team will run specific training sessions for SROs and Contract Managers to support the development of the contract management plans for each agreement (If not already in place) and then the skills development required to ensure they can effectively deliver their responsibilities in these roles.

3.6 Communications

If approved the Strategic Procurement Team will implement a programme of communications for the amendments to the CPR to ensure all Council Officers and Berneslai Homes Officers are aware of the changes and will update its training materials and template documentation to include the revisions.

The CPR will also be shared on the internet and the Council information on how procurement and contract management is undertaken will be shared to ensure the public and suppliers are also able to access this information.

4. CONSULTATION

- 4.1 The working group for the proposed changes has included Strategic Procurement, Contract Management, Purchasing, Legal Services, Governance, Audit and Finance.

As part of the development and implementation of the support documentation, training and guidance the strategic procurement and contract management team will be looking to engage with key stakeholders in services to ensure that information prepared to support the understanding of the CPR and the changes is fit for purpose and can be accessed in the right way by anyone who has a role in procuring or contract managing.

5. ALTERNATIVE OPTIONS CONSIDERED

- 5.1 Do nothing – To leave the rules as they are currently stated. This was not

agreed as this would not allow the matters raised by Audit Committee in January or changes required as a result of legislative changes to be incorporated which would mean the rules lack clarity and may result in non-compliance in their application.

6. REASONS FOR RECOMMENDATIONS

- 6.1 Progression of the changes will provide further clarity for all on the roles and responsibilities of Officers in ensuring a robust approach to procurement and contract management and accountable for their actions in relation to this.
- 6.2 The changes will align the Council as a Contracting Authority to best practice in public sector procurement and prepare it where possible for the implementation of the procurement rules reform which is expected to be implemented in 2024.
- 6.3 The changes will allow the Strategic Procurement and Contract Management function to update its training and guidance documentation to better support Officers in achieving value for money from all external expenditure.
- 6.4 The changes look to make efficiencies in processes and documentation to allow more focus on an assessment of value for money and a robust process to procure and manage this.
- 6.5 The changes will allow the Council to take a proportionate approach to both procurement and contract management to ensure time and resource is invested effectively in the areas which offer most benefit and opportunity to reduce risk.

7. GLOSSARY

CPR – Contract Procedure Rules

EIA – Equality Impact Assessment

PCR – Public Contract Regulation 2015

PSR – Provider Selection Regime

SRO – Senior Responsible Officer

8. LIST OF APPENDICES

Appendix 1: Contract Procedure Rules

Appendix A to CPR: Roles and Responsibilities

Appendix 2: Best Value Form (Single Quote)

Appendix 3: Best Value Form (Quotes)

Appendix 4: Waiver Form

Appendix 5: Aide Memoire

Appendix 6: Contract Estimating Guidance

9. BACKGROUND PAPERS

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

10. REPORT SIGN OFF

Financial consultation & sign off	Neil Copley – 15 October 2023
Legal consultation & sign off	Kate Gothard – 11 October 2023

**Report Author: Jenny Lockwood –
Post: Interim Head of Procurement and Contract Management**

Date: September 2023

BARNSELY METROPOLITAN BOROUGH COUNCIL

CONTRACT PROCEDURE RULES

September 2023 Revision 2

Contents

1.	Introduction	6
2.	External Grant Funded Procurements	8
3.	Social Value/Inclusive Economy	9
4.	Zero Carbon 40/45 Commitment	9
5.	Conflict of Interest	9
6.	Existing Arrangements	10
7.	Pre-Market Engagement /Market Research	14
8.	Grants	15
9.	Concessions	16
10.	Procurement by Area Councils	16
11.	IT Procurement	17
12.	Performance of Contracts – Security	17
13.	Nominated/Named Sub-Contractors and Suppliers	17
14.	General Rules Relating to Procurement	18
23.	Errors in Quotations/Tenders	30
24	Abnormally Low Tenders	31
25	Post Tender Negotiations (Negotiations after receipt of formal bids and before award of contract)	31
26	Acceptance of Quotations/Tenders and Award	32
27	Contracts Register and Contract Award Notices	33
28	Record of all Procurement Documentation	33
29	Contracts	33
30	Contract Management	34
31	Contract Variations	36
32	Contract Extensions	37
33	Contract Novations	37
Appendix A Roles and Responsibilities		

DEFINITIONS

Accountable Body:	means where the Council is the lead body for another public body
BEIS:	means the Department for Business, Energy & Industrial Strategy
Berneslai Homes:	means Berneslai Homes Ltd, the Council's LATC arms length management organisation of its social housing stock
Best Value Form	Document used as a record of Procuring Officer approach to achieving Value for Money. If a single quote is obtained Best Value (Single Quote), if a quote process is undertaken Best Vale Form (Quote Process)
Concession Contract:	means a contract for pecuniary interest concluded in writing between a contracting authority and an economic operator/(s); where the consideration (or 'payment') is either: - simply that the contractor has the right to exploit (that is, to profit from) the works/services that are the subject of the contract, or - where the contractor has that right together with some payment from the contracting authority
Constitution:	means the Council's constitution particularly 'Terms of Reference of the Full Council, Regulatory Boards and Committees and functions delegated to Officers', 'Responsibility for Executive Functions Officer Delegations' and 'Part 2 the Cabinet'
Contract Manager	Officer responsible for management of a specific contract in line with defined Contract Management Plan
Contract Management Plan	Means a working document summarising all the practical details needed to efficiently manage contracts including objectives, milestones, roles and responsibilities, and key contacts
Contract Management Toolkit	Documentation and guidance to support the management of a contract in line with the contract management plan

Contracts Finder:	means the web-based procurement portal provided by or on behalf of the Cabinet Office
DPS:	means Dynamic Purchasing System. This is a framework agreement where new suppliers can apply to join at any time and it is to be run as a completely electronic process
Executive Director:	means any member of the Council's Senior Management Team or the authorised representatives of any of those officers
FTS:	means the Find a Tender Service
Framework Agreement:	means an agreement, (usually with a maximum duration of up to 4 years), with a supplier or suppliers to establish terms governing contracts that may be awarded during the lifetime of the Framework Agreement.
Grant Agreement:	means an agreement whereby the Council provides monies to an individual or an organisation for a defined purpose, e.g. to deliver a project, provide a function or service without the expectation of any monetary benefit to the Council except the repayment of the monies if the funding terms are not complied with by the recipient.
Gateway Approach:	means a process where a procurement project has review stages which require approval to ensure a procurement project is progressing correctly
GPA	means the World Trade Organisation's Agreement on Government Procurement
Housing Revenue Account (HRA)	the Council's ringfenced income and expenditure account for its own housing stock
Key Performance Indicators	means a quantifiable measure for performance over time for a specific objectives
Letter of Intent:	means typically a letter from an Employer to a contractor (or from a main contractor to a sub-contractor) indicating the Employer's intention to enter a formal written contract for works described in the letter and asking the contractor to begin preparatory

works the scope and extent of which (physical and financial) are outlined in the letter of intent before the formal contract is executed. While a letter of intent may come in many forms, it is essentially a communication expressing an intention to enter a contract at a future date

Light Touch Services: means the social and other specific services listed in schedule 3 to the Regulations

Limited Company Means a company limited by shares or by guarantee

Local Authority Trading Company (LATC) Means a Limited Company which is wholly owned by BMBC or wholly owned by BMBC with other Public Bodies or is owned in the majority by Public Bodies with private enterprise(s) holding a minority interest for capital investment and control of the company lies with the Public Bodies as required under Regulation 12 of the Public Contract Regulations 2015

Member: means a Member of the Council also known as 'Councillor'

Procurement Team: means the Head of Strategic Purchasing, Procurement and Contract Management or person nominated by them

Public Procurement: means public sector expenditure as defined by HM Government

Procuring Officer Nominated officer of the Executive Director who is responsible and accountable for the procurement and alignment to these rules

Records Retention Policy: means the Council's Record Retention Policy located on the intranet within the Records Management Section (Retention Guidelines)

Regulations: means the Public Contracts Regulations 2015

Regulation Thresholds means the values of a contract calculated in accordance with the Regulations and as amended from time to time by legislation in accordance with established Government Procurement Agreement (GPA) practice where procurement opportunities are subject to the Regulations

Rule(s): means these Contract Procedure Rules.

Senior Responsible Officer	Means the Service Director or Executive Director with primary responsibility for the contract, is the primary risk owner, and is responsible for ensuring that the contract meets its objectives, delivers the required outcomes, and realises the required benefits.
SharePoint	The Council's cloud-based storage site for documentation
Small, Medium Enterprise (SME):	means a company with a limited number of employees and turnover
Social Value:	means the requirement to consider social, economic and environmental benefits through procurement
State Aid:	means any advantage granted by public authorities through state resources on a selective basis to any organisations that could potentially distort competition and trade in the European Union (EU)
Subsidy Advice Unit:	part of the Competition and Markets Authority responsible for advice, monitoring and reviewing the operation of the UK subsidy control regime.
Subsidy Control Act:	refers to the Subsidy Control Act 2022 and associated statutory guidance.
Tiering Tool	Means the Council's assessment tool for tiering contracts by value, risk, impact and complexity
Voluntary Sector Organisation (VSO):	means not for profit organisation that has social objectives as its purpose for existence
Value for Money/Best Value	<p>The best mix of quality and effectiveness for the least outlay over the period of use of the goods/ services bought. It is not about minimizing up-front costs, 'four Es' – economy, efficiency, effectiveness and equity:</p> <ul style="list-style-type: none"> • economy – minimising the cost of resources for an activity ('doing things at a low price') • efficiency – performing tasks with reasonable effort ('doing things the right way') • effectiveness – the extent to which objectives are met ('doing the right things'). • equity - This reflects the extent to which services are available to, and reach, the people they are intended for, and whether the

benefits from the services are distributed fairly.

YORtender: means the Council's electronic procurement system

1. Introduction

- 1.1 These Contract Procedure Rules set out the procedures to be followed in relation to contracts, whatever the method of payment, such as for the purchase and sale of goods, works and services, entered into by or on behalf of the Council. This would include maintained schools and circumstances when the Council is the Accountable Body. They aim to ensure a system of openness, fairness, and transparency and facilitate the Council achieving value for money.
- 1.2 These Rules should be read and acted upon in conjunction with the Council's Constitution and [Financial Regulations](#), the Scheme for Financing Schools, the [Code of Conduct](#) for Officers and Members, the [Council's Commercial Strategy](#) and the guidance available on the [Procurement Team Intranet Site](#).
- 1.3 All Council procurements and contracts must comply with Public Procurement Principles (equal treatment, transparency, non-discrimination and proportionality), the Government Procurement Agreement, and the Regulations, and, in respect of any EU Legislation with direct effect in the United Kingdom prior to 29 March 2019, any consolidation or restatement of the same into UK law as a result of the United Kingdom exiting the European Union, these Rules and the other matters referred to in Rule 1.2 above. Additionally, where the Council is utilising grant funding, the Subsidy Control Act must be complied with and terms and conditions of grant must be examined closely and complied with. It should be noted that agreements with other public bodies and with Council-owned companies may also be subject to these regulations, and advice should be sought from the Procurement Team and Legal Services.
- 1.4 These Rules do not apply to:
 - (a) contracts of employment which makes an individual a direct employee of the Council. (These Rules do apply to contracts for recruitment agency services and the employment of consultants or agency staff).
 - (b) contracts where there is an urgent requirement to obtain specialist skills on a short-term basis which are not currently available in the Council's structure, where the total value of this requirement is up to and including £100,000, and which cannot be sourced via the corporate temporary recruitment contract.

- (c) agreements regarding the acquisition, disposal or transfer of land for which provision is made within the Local Government Act 1972 and in relation to which Financial Regulations apply (unless the use of land is for development purposes).
 - (d) Mandatory works by statutory undertakers, such as utility companies
 - (e) External or grant funding to be allocated in accordance to set terms, for example use of specified contractors for works being funded by the grant
 - (f) The creation or acquisition of a unique work of art or artistic performance
 - (g) Renewals where the supply is restricted to the original supplier.
- 1.5 All values stated in these Rules are exclusive of VAT unless otherwise stated and are aggregated values of the total value of a specific good, service or works procured by the Council.
- Total values shall not be disaggregated specifically to avoid competition or a specific type of competition.
- 1.6 All Executive Directors are responsible and accountable for ensuring officers within their directorate comply with these Rules.
- 1.7 Any failure to comply with these Rules may result in disciplinary action against the officer(s) concerned. Officers and Members must exercise the highest standards of conduct, integrity and impartiality when involved in the procurement, evaluation, award and management of contracts. The Council's Anti-Fraud, Corruption Policy and [Code of Conduct](#) must be complied with.
- 1.8 Any difference of opinion regarding the meaning of these Rules shall be resolved by the Council's Monitoring Officer.
- 1.9 Proper and accurate records must be kept of all aspects of the procurement process, including steps taken, selection and evaluation of bidders, decisions made, and approvals obtained etc. All documentation must be retained in accordance with the Council's [Records Management Policy](#). Records wherever practicable should be in electronic form and in PDF format and uploaded to the project on YORtender and SharePoint.
- 1.10 These Rules shall be reviewed periodically by the Executive Director, Core Services in consultation with the Council's Procurement Team and other key officers.
- 1.11 These rules also apply to procurements undertaken by the Council's LATCS (e.g., Berneslai Homes where funding is from the Housing Revenue Account).

PRE-PROCUREMENT REQUIREMENTS

2. External Grant Funded Procurements

- 2.1 The purchase of goods, works and services in grant funded projects are subject to rigorous audits to confirm that processes do not infringe the Subsidy Control Act (or EU State Aid Law where the grant was given under that regime) and comply with Public Procurement Law and the conditions of the grant in which the funding was given. Examples of grant funding given under the State Aid regime are the European Structural and Investment Fund (ESIF) which includes European Regional Development Fund (ERDF) and the European Social Fund (ESF) in England, Joint European Support for Sustainable Investment in City Areas (JESSICA).
- 2.2 Failures by grant recipients to comply with the Subsidy Control Act (or EU State Aid Law where the grant was given under that regime), Public Procurement Law and the conditions of the grant funding can lead to the claw back of funding or other sanctions. Depending upon the characteristics of the breach, claw back could be up to 100% of the grant plus interest. Additional procedural rules apply to grants under the Subsidy Control Act, including obligations to publish information on the BEIS transparency register and, for certain types and/or value of grant, to first seek approval of the Subsidy Advice Unit before the grant can be given.
- 2.3 There are separate penalties for breaches of Public Procurement Law.
- 2.4 Where funding is sought to fund a procurement project no part of the Council should apply for the funding unless it has first fully considered and planned how it will be able to demonstrate compliance with the Subsidy Control Act, Public Procurement Law, and the terms and conditions of the grant funding.
- 2.5 Information on procurement rules for ESIF funded projects is given at: <https://www.gov.uk/government/publications/european-structural-and-investment-funds-procurement-documents>

3. Social Value/Inclusive Economy

- 3.1 Under the Public Services (Social Value) Act 2012, the Council is required to consider how goods, services and works, that it procures, improve the economic, social and environmental well-being of the Metropolitan Borough of Barnsley, and furthermore, that as a matter of procurement policy and practice, the Council requires any supplier, provider, consultant or contractor providing goods, services and works to the Council to use all reasonable endeavours to assist the Council to improve the economic, social and environmental well-being of the Borough.

- 3.2 All procurements regardless of value should consider social value / inclusive economy considerations in the requirements of the procurement.
- 3.3 It is a legal requirement for social value to be considered in FTS thresholds procurements and good practice to be considered below threshold. Reference should be made to the [Social Value Policy](#).
- 3.4 All social value outputs shall be recorded detailing the social value achieved including particular case studies. Reference shall be made to the social value guidance on the [Procurement Team Intranet Site](#)

4. Zero Carbon 40/45 Commitment

- 4.1 All procurements regardless of value should consider the objectives of the Council's [Energy Strategy](#) and whole life costs associated with the contract and where possible include actions that will assist in the delivery of the strategy.

5. Conflict of Interest

- 5.1 Every procurement process must be free from any allegation of any conflict of interest from all those involved in any part of the process.
- 5.2 All participants in the procurement should sign a conflict of interest form. Template forms are found on the [Procurement Team Intranet Site](#).
- 5.3 For procurements led by the Procurement Team it is their responsibility to manage this process by ensuring the forms are completed by all members of the project team.
- 5.4 The conflict of interest form should be completed at the start of the process and updated when bids are received and retained for audit trail purposes.
- 5.5 Where there is a conflict of interest (COI) involved, the project team must consider the declared conflict and document a mitigation plan which must be approved by the Service Director. If a COI is declared by a member of the evaluation panel, then this person(s) must be excluded from the evaluation panel to avoid exposing the Council to any commercial risk, i.e., supplier challenge.

6. Existing Arrangements

- 6.1 Before commencing any procurement process the following must be considered.

(a) In-house Providers

Subject to the exceptions in relation to procurement by Area Councils (see Rule 10), before commencing any proposed procurement process the relevant Executive Director must consider the need to consult any other Executive Director (or in the case of their own directorate the appropriate Service Director) who may be able to provide the works, services, or goods required and/or

consult with the Procurement Team to determine if the services required are already procured as set out below:-.

- (i) to determine whether the works, services or goods can be provided in-house. If so, the relevant Executive Director may decide, subject to Value for Money/Best Value considerations, not to seek competition but to arrange for the works, services or goods to be provided in-house. The relevant Executive Director(s) will record their decision; or
- (ii) where (i) above does not apply, to determine whether the Executive Director/Service Director would like to submit an in-house bid and if so, then they shall be included in the list of contractors invited to quote/tender under these Rules.
- (iii) existing contracts may be in place for works, services or goods required which are provided in-house or through a Council Local Authority Trading Company. Enquiries with the Procurement Team must be made before commencing a new procurement in relation to this.
- (iv) if the Executive Director referred to in 6.1(a) decides to proceed in accordance with Rule 6.1(c) or is otherwise invited to tender, the Executive Director of the in-house service may obtain quotations/tenders in respect of supplies of goods, equipment, services or elements of the works that it is proposed are ordered or sub-contracted from a supplier/sub-contractor to enable a quotation/tender to be prepared. The procedures to be adopted for selection of a supplier/sub-contractor shall be those set out in these Rules subject to the provisions of this Rule 6.1. All other Rules shall apply where applicable.
- (v) every such invitation to a supplier/sub-contractor shall include a statement to the effect that:
 - The quotation/tender is to be used only for the purpose of compiling a tender or quotation for goods, services or works which the Executive Director intends to submit.
 - There is no obligation on the part of the Council to order any supplies, services or work from the supplier/sub-contractor or any other supplier/sub-contractor.
- (vi) all such bids will be treated as confidential and will not be used other than for the purposes for which they are sought.
- (vii) where goods, services or works are provided by in house service to other Council departments, then a service level agreement between the two parties is required, detailing as a minimum:

- The goods, service or works to be provided
- The charge to be made
- Time period the service will be provided
- Roles and responsibilities involved in providing the service

(b) Corporate Contracts

- (i) where a corporate or framework contract may be in place for works, services or goods, this should be utilised rather than sourcing alternative providers in circumstances where the scope, overall estimated value and term of the contract allows.

(c) Collaborative Procurement Arrangements

- (i) consideration should be given to whether any existing collaborative arrangements would be appropriate. Collaborative procurement arrangements include procurement arrangements with another local authority, government department, or frameworks available through a public service purchasing consortium.
- (ii) due diligence needs to be carried out to ensure the legal requirements have been met and it is appropriate and suitable for the Council to make use of any such arrangement. Legal Services and the Procurement Team should be contacted for advice in connection with this process.

6.2 The rules below set out what should be considered before undertaking any procurement activity. Prior to undertaking procurement activity officers must ensure that:

- (a) they take all necessary legal, financial (including insurance) and other professional advice (for example procurement, health and safety and risk management). Officers should have regard to current Council policies, procedures and standard documentation available on the [Procurement Team Intranet Site](#).
- (b) a contract value is calculated (irrespective of the method of payment) in accordance with public procurement rules (irrespective of whether they apply) as explained in [Estimating Contract Value](#) guidance. This will include, amongst other things, the whole life costs for the full duration of the contract and any optional period of extension and any maintenance or continuing costs. Contracts should not be artificially divided into two or more separate contracts in an attempt to avoid these Rules or the Public Contract Regulations.

- (c) Officers must ensure that they have obtained the necessary approval(s) to authorise the expenditure, procurement or sale of goods, works or services in accordance with the Council's constitution. (The approval of a delegated officer, Cabinet Spokesperson, or Cabinet, or Council whichever is required in accordance with the Council's Constitution).
- (d) the Council's requirements are clearly documented in the form of a specification and an explanation of the detailed outcomes and performance standards that need to be met to achieve the Council's requirements, as the circumstances dictate. This is an important exercise since this document will form part of the contract documentation.
- (e) every effort is made to make the best of the Council's buying power by aggregating purchases whenever possible. Although consideration should be given in all cases to whether it is appropriate to divide the Council's requirements into smaller lots where there is an economic or social value to the council resulting from the lotting.
- (f) they are satisfied that key stakeholders including Members, have been identified and consulted.
- (g) any risks associated with the procurement/contract are identified, assessed and recorded together with the actions required to manage and maintain them at an acceptable level as part of the procurement and into the contract management phase.
- (h) in relation to contracts led by the Procurement Team a [Procurement Event Approval Document](#) (PEAD) process shall be used as a gateway approach.
- (i) the course of action taken will represent Value for Money for the Council and consideration given where applicable to the requirements of the Public Services (Social Value) Act 2012.
- (j) with the exception of procurement by Area Councils (see Rule 10) existing arrangements are considered and utilised where appropriate and after taking advice in accordance with 6.1 above, such as in-house providers, corporate contracts and existing collaborative procurement arrangements.
- (k) an initial equality impact pre assessment check and an initial data protection impact assessment is carried out to ascertain whether a detailed [Data Protection Impact Assessment \(DPIA\)](#) or Equality Impact Assessment (EIA) is required to inform the procurement process and subsequent contract management phase. A link to the EIA toolkit can be found on the [Procurement Team Intranet Site](#). DPIA guidance can be obtained from Information Governance. The requirement to perform the pre assessment applies to all procurements regardless of value to ensure compliance with Data Protection Act (2018) and the Equalities Act (2010). Where the procurement is for Berneslai Homes the specific Berneslai

Homes EIA and DPIA approvals process and templates agreed with Equalities and Information Governance will be followed.

- (l) taking all necessary advice, the procurement is properly categorised for the purpose of the Regulations, including whether as works, supplies or services, and that any Light Touch Services are correctly identified.
- (m) before quotations/tenders are invited, the award criteria must be recorded in writing, including the basis for assessing price or cost, any quality criteria, any social value criteria and all weightings. The criteria, sub-criteria and weightings should be made available to bidders simultaneously as early as practicable in the procurement process and not later than the invitation to tender/quotation stage. Sub-criteria and weightings cannot be used which have not previously been brought to a bidder's attention. More information is available on the [Procurement Team Intranet Site](#).
- (n) the Procurement Event Approval Document (stage three- Procurement Strategy) must include the following for all procurements led by the Procurement Team:
 - the Price / Quality /Social Value split
 - the reasons for the Price / Quality / Social Value split.

7. Pre-Market Engagement /Market Research

- 7.1 Pre-market Engagement/Market Research should be undertaken prior to any procurement to enable the following:
- an understanding of the market's ability to deliver
 - to enable feedback from the market on the proposed procurement methodology prior to the procurement
 - raise awareness and gauge the level of interest of the procurement in the market
 - to understand the value of the contract being tendered to ensure the estimated contract value is accurate and Value for Money can be measured.

8. Grants

- 8.1 Grants can be considered as a means of funding a third-party organisation to provide specialist services direct to residents or to obtain strategic services from a provider with the particular specialist skills but must not be used as an alternative to circumvent a competitive procurement process.
- 8.2 A designated officer should be appointed to manage the grant from conception to completion. The officer shall consult with Legal Services before award of any grant funding, to ensure that correct documentation is put in place and that the grant complies with the requirements of the Subsidy Control Act.

The following should be considered as a minimum:

- if a Grant Agreement is the most appropriate form of documentation to adopt;
- the source of the funding, and compliance with terms and conditions of any external funding body;
- compliance with the Subsidy Control Act (including procedural requirements);
- clear terms and conditions of grant between the Council and the recipient setting out:
 - a clear description of the scheme and the aims and objectives of the grant (the purpose)
 - value of grant and a clear description of how money should be spent;
 - eligible expenditure terms, which prohibit improper expenses
 - data protection / equality issues
 - audit/ assurance
 - agreed outputs/ KPIs/ milestones/ longer term outcomes
 - financial and activity-based reporting and validation
 - payment suspension and claw-back and grant termination

8.3 All Grants shall be recorded on the Council's [Grant Register](#)

8.4 In addition, the Subsidy Control Act requires some grants to be published on the BEIS transparency register within 3 months of the grant being given. Officers should consult with Legal Services and contact subsidy@barnsley.gov.uk to ensure that grants are correctly published where required under the Subsidy Control Act.

9. Concessions

9.1 Before any Concession Contract procurement is commenced a Business Case must be produced to demonstrate that a Concession Contract is appropriate and viable.

9.2 Advice on commercial arrangements and contract terms and conditions must be obtained from the Procurement Team, Director of Finance (Section 151 Officer) and from Legal Services.

9.3 Advice from Legal Services and Procurement Team must be sought prior to commencing any work on compiling a proposal or tender to determine if the Council has the power to enter into the contract.

10. Procurement by Area Councils

10.1 The objective of procurement from the Area Councils' commissioning budget is to meet area priorities through contracting with local businesses and voluntary organisations in order to support market development and growth in that sector. Any activity will seek to maximise social value and local content.

10.2 Accordingly, Rule 6.1 will not generally apply in the case of procurement from the Area Councils' commissioning budget. However, the Service Director for

Stronger, Safer and Healthier Communities shall liaise with Service Directors across the Council at the appropriate time in the commissioning cycle to discuss the commissioning intentions of Area Councils and areas of potential tension and opportunity.

- 10.3 Where the estimated value of the contract is less than £100,000 and there are sufficient and capable organisations with a presence in the local economy, only those organisations will be invited to tender. In exceptional cases only, where there are no such organisations, the Service Director for Stronger, Safer and Healthier Communities may, at their discretion, invite the relevant in-house service to tender, subject to maximising the local contribution to the supply chain.
- 10.4 Where the estimated value of the contract is £100,000 or more, but not in excess of the relevant FTS threshold defined in Rule 14.9, the Service Director for Stronger, Safer and Healthier Communities will invite the relevant in-house service to tender only if there are insufficient local business and voluntary organisations in the local economy. Otherwise, the in-house service will not tender.
- 10.5 Normal contract procedure rules will apply for contracts at or in excess of the relevant FTS threshold.

11. IT Procurement

- 11.1 The Service Director Customer Information and Digital must approve any new or renewal of a proposed contract for software and/or hardware.
- 11.2 In accordance with Council's Financial Regulations, all IT related procurements must have full engagement via their IT Business Partner when requiring new, changes to or retirement of any IT systems, software, services or hardware. All IT procurements under £100,000 will be managed by the IT Contracts and Commissioning Team and the team will manage all IT contracts of the Council.

12. Performance of Contracts – Security

- 12.1 Executive Directors must consider any steps necessary to protect the Council's interests in the event of contractor default, having regard to advice from the Service Director – Law & Governance and the Director of Finance.
- 12.2 This consideration should be based on risk to the Council, taking account of the circumstances, including:
- the value of the Contract
 - the type of goods, services or works being procured
 - the payment profile of the contract
 - the known financial strength of the suppliers in the market
 - affordability and proportionality

and should assess whether additional security is required in the form of a performance bond, parent company guarantee, contract sum retention, collateral warranties, or (where performance is required by a particular date, and where delay would have financial consequences for the Council) provision for liquidated damages.

13. Nominated/Named Sub-Contractors and Suppliers

13.1 Where a sub-contractor or a supplier is to be nominated / named by the Council to a main contractor, quotations or tenders must be invited in accordance with these Rules.

13.2 The terms of any invitation for nominated/named sub-contractors or suppliers must be compatible with the main contract and must require that, if selected, the firms would be willing to enter into:

- (a) a contract with the main contractor on terms which indemnify the main contractor against the main contractor's own obligations under the main contract in relation to the work or goods or materials included in the sub-contract
- (b) an agreement to indemnify the Council in such terms as may be prescribed

PROCUREMENT PROCESS

14. General Rules Relating to Procurement

14.1 There is guidance available on the [Procurement Team Intranet Site](#) in relation to all procurement procedures.

The procurement [Aide Memoire](#) is a summary of the tasks to be performed to ensure a compliant procurement.

14.2 For all contracts above £50,000 YORtender must be used to undertake a competitive exercise. For any contracts £5,000 and above then a record must be published to the [Contract Register in YORtender](#).

14.3 Consideration should be given in all cases as to whether wider, additional advertisement is necessary to identify appropriate potential suppliers, for example, specialist/trade journals.

14.4 Where an additional advertisement is placed or where there is an open invitation on YORtender, an advertisement must also be placed on Contracts Finder for any contract over £25,000.

14.5 Where the Regulations apply (Refer to Rule 14.10), a contract notice must be published in the FTS **BEFORE** any other notice/advertisement is published and

no other notice/advertisement should contain any more information than that published in the FTS.

- 14.6 Prior to the submission of their bids, bidders have an opportunity, if they consider necessary, to request in writing clarification regarding the Council's requirements via YORtender. Any response from the Council to bidders should also be in writing via YORtender. There are rules that must be followed to ensure fairness and transparency during these clarification phases and details can be found on the [Procurement Team Intranet Site](#).

The main procurement routes for competition are detailed below:

14.7 **Contracts up to and including £50,000**

For contracts valued up to and including £50,000 a Procuring Officer shall proceed in a manner which ensures Value for Money and the efficient management of the service. Where possible this process shall prioritise the placing of orders with local businesses under the Council's social value policy.

All contracts with an aggregated contract value of £5,000 and above must be placed upon the Council's [Contract Register](#) in accordance with legislative requirements. In addition, all contracts awarded above £25,000 must have a contract award notice publicised on Contracts Finder. This includes contracts created by a single quotation.

The Procuring Officer should ensure that the contract has been scored prior to any procurement process in line with the Council's Tiering Tool to assess the level of contract management required once a supplier is appointed.

The Procuring Officer should complete a Best Value Form (Single Quote) or Best Value Form (Quote Process) to document the process undertaken to select a supplier on each contract between £5,000 and £50,000.

14.8 **Contracts between £50,001 and up to and including £100,000 for goods and services and £250,000 for works**

For contracts above £50,000 and up to and including £100,000 for goods and services and £250,000 for works, the Procuring Officer must seek to achieve competition and for that purpose invite at least three quotations via YORtender.

The Procuring Officer should ensure that the contract has been scored prior to any procurement process in line with the Council's Tiering Tool to assess the level of contract management required once a supplier is appointed.

Where appropriate at least two of the companies invited to quote should be local businesses. The Council defines 'Local' as postcodes within the Barnsley Borough area.

The following link is a list of postcodes that form the Barnsley Borough

<https://checkmypostcode.uk/south-yorkshire/barnsley#.XzKx2ihKg2w>

In instances where only a single bid is received, then the Executive Director must satisfy themselves that Value for Money has been achieved.

When inviting suppliers to quote, the officer responsible should ensure they rotate between suppliers where the market permits and allows to ensure a fair, open and transparent process is applied.

The Procuring Officer should complete a Best Value Form (Quote Process) to document the process undertaken.

If the Procuring Officer chooses to publish the opportunity to the open market, rather than a select list of suppliers, then a Contracts Finder notice must be published if the value of the contract is above £25,000.

The Procuring Officer is responsible for ensuring contracts with an aggregated contract value of £5,000 and above are placed upon the Council's [Contract Register](#) in accordance with legislative requirements. In addition, all contracts awarded above £25,000 must have a contract award notice publicised on Contracts Finder.

14.9 **Contracts between £100,001 and up to the FTS thresholds for goods and services and £250,001 and up to FTS threshold for works**

All procurement above £100,001 for goods and services and **£250,001 for works** in total contract value must be led by the Procurement team.

For procurements above £100,000 for goods and services and **£250,001 for works** to the FTS threshold, an open tender procedure must be followed unless a Framework/Dynamic Purchasing System is deemed suitable for the requirements. This procedure is a one stage procurement advertised openly without a shortlisting stage. Service-specific questions are permitted but must be relevant to the subject matter of the procurement and proportionate.

When using an open procedure, the contract is advertised, and suppliers invited to submit a tender by a certain date (being not less than 14 calendar days from the date of the notice). When forming the procurement strategy consideration should be given to the timescales allowed for responses to ensure all suppliers have adequate time to complete their tender submission, maximising this where possible to allow time for a detailed submission.

The [Procurement Event Approval Document](#) will document how the contract has been scored prior to any procurement process in line with the Council's Tiering Tool to assess the level of contract management required once a supplier is appointed.

14.10 **Contracts above FTS threshold**

- (a) Where a contract is estimated to be equal to or exceeds the relevant threshold the Regulations shall apply:

The Regulation Thresholds change every two years and are set **inclusive of VAT**. The [Procurement Team Intranet Site](#) is kept up to date with details of the current thresholds and provides guidance on the public procurement rules. Further help and guidance can be obtained by contacting the Procurement Team.

- (b) Publication of all FTS notices will be performed by a member of the Procurement Team. A contract notice in the prescribed form shall be published on FTS in order to invite tenders or expressions of interest, along with a Contracts Finder notice.

- (c) For above FTS thresholds the following procedures can be used:

14.11 **Open Procedure**

Refer to Rule 14.9 0 and 0 for requirements.

14.12 **Restricted Procedure**

A restricted procedure may only be used for contracts above the Regulation threshold for goods, services and works and not for any other contracts below the relevant Regulation threshold.

The requirement of an FTS notice must be published stating the restricted process will be utilised, which must also be included on a Contracts Finder notice.

Under the restricted procedure, potential suppliers are invited to express their interest in taking part in a procurement competition by the completion of the Standard Selection Questionnaire (SSQ). Any service-specific questions entered within Part 3 of the Standard Selection Questionnaire (or PAS 91 for works contracts) must be relevant to the subject matter of the procurement and proportionate.

Following an assessment of the SSQ, at least 5 suppliers, in accordance with the PCR 2015 (where there are 5 or more who meet the requirements and are absent of any grounds for exclusion) should be selected to receive an invitation to tender.

If fewer than 5 suppliers have applied who met the requirement and are absent of any grounds for exclusion and meet minimum standards included in the tender documents all those who have applied shall receive an invitation to tender.

The procedure shall only be performed by the Procurement Team.

14.13 Light Touch Services

All Light Touch Services are identified in Schedule 3 of the Public Contract Regulations 2015.

The procurement must adhere to the Public Procurement Principles of equal treatment, transparency, non-discrimination and proportionality and be in compliance with the Regulations (Regulation 74 to 76 specifically).

Light Touch Services and all contract awards of such services above the FTS threshold must be advertised on FTS and also on Contracts Finder.

This procedure shall only be performed by the Procurement Team.

14.14 Competitive Procedure with Negotiation

The competitive procedure with negotiation process should only be used for contracts for goods, services and works above the Regulation threshold and in exceptional cases where specialist requirements justify the process below the Regulation threshold, in line with Regulation 19 of the Public Contract Regulations.

Using the competitive procedure with negotiation, potential suppliers are invited to express an interest in tendering, within such period as may be specified, through a selection stage. Following an assessment of the expressions of interest, suppliers should be selected to receive an invitation to tender which should incorporate a negotiation stage. A minimum of 3 suppliers must be invited to negotiate unless fewer candidates have met the selection criteria, and these are sufficient to ensure genuine competition. The invitation to tender documents should stipulate how the negotiation stage will be managed.

The procedure shall only be performed by the Procurement Team.

14.15 Competitive Dialogue/ Innovation Partnership

Using competitive dialogue, a contracting authority enters into a dialogue with bidders about its requirements before inviting them to submit a final tender. It is used in complex projects where the contracting authority cannot adequately specify its requirements.

The innovation partnership is a procedure designed to allow contracting authorities to establish a long-term partnership for the development and subsequent purchase of a new, innovative product, service or works. They are intended to be long term partnerships which allow for both the development and subsequent purchase of new and innovative products, services or works. The term "partnerships" is not used in a technical sense to mean legal partnerships as defined under UK law; rather, the term is used to indicate the partnering type approach to working together.

This procedure shall only be undertaken in procurements led by the Procurement Team in partnership with Legal Services.

15. External Frameworks/Dynamic Purchasing System

- 15.1 Where it is considered that the utilisation of an existing Framework Agreement, e.g. from Crown Commercial Services, another public body or a central purchasing organisation such as YPO, ESPO, NEPO etc. is the most appropriate means to meet the Council's requirements, the Framework or DPS must be used in the way in which it was advertised and in line with its own terms and conditions.
- 15.2 Where such relevant Framework Agreements contain a number of different suppliers able to provide goods, services, or works, unless there is a specific ability to make a direct award under the Framework Agreement or DPS a mini competition between all suppliers should be undertaken.
- 15.3 Where a direct award under a Framework Agreement is progressed a Best Value Form should be completed.
- 15.4 The Council may need to complete an access agreement prior to utilisation of the framework. Legal Services and the Procurement Team should be consulted before this is signed.

16. Internal Frameworks/Dynamic Purchasing Systems

- 16.1 Framework Agreements / Dynamic Purchasing Systems shall be procured in accordance with these Rules and the Regulations and where the relevant Regulation Thresholds apply. Procedures described by the Regulations shall apply to all aspects of the procurement and operation of the Framework Agreement / Dynamic Purchasing System including:
- the procurement methodology
 - any orders placed under the Framework Agreement/Dynamic purchasing system
 - re-opening of competition or call off competition between all contractors/suppliers on the Framework/Dynamic Purchasing System
 - the duration of a Framework Agreement (which shall not normally exceed 4 years) or the Dynamic Purchasing System (As the period stated in the tender documents)
- 16.2 All call offs / mini competitions from Framework Agreements/Dynamic Purchasing Systems must be performed on YORtender and linked to the overarching agreement.
- 16.3 All call offs / mini competitions are subject to the same transparency notices for Contracts Register and Contracts Finder.

17. Exceptions to Requirements of Competition (where the Regulations do not apply) for contracts above £50,000 and up to and including £100,000 for goods and services and up to and including £250,000 for works

- 17.1 In exceptional circumstances and considering all the information available an accountable Executive Director may decide that it is justified to invite less than three quotations in a particular instance or type of transaction.
- 17.2 Where an exception to the requirement for competition is sought a [Waiver to Competition Form](#) must be completed by the Procuring Officer and signed off by the accountable Service Director and Executive Director prior to the procurement and contract being agreed.
- 17.3 Regardless of the exception Council's governance processes must be complied with, e.g., Equality Impact Assessment (EIA), Data Protection Impact Assessment (DPIA) and the relevant approval to spend obtained prior to commitment.
- 17.4 The relevant Executive Director shall ensure the goods/services and/ or works to be procured subject to exception to competition have a fully detailed specification and the Council terms and conditions agreed with the supplier.
- 17.5 When completing the [Waiver to Competition Form](#), the Procuring Officer should explain their reasons for this exception to competition and should be progressed for signatures.
- 17.6 If the waiver is being progressed based on strategic or tactical reasons the Procurement Team must be consulted prior to signatures being sought.
- 17.7 Exceptions covered by a [Waiver to Competition Form](#) up to and including £100,000 **must** be reviewed and signed by the relevant Service Director prior to being signed by the relevant Executive Director. Completed waivers should be emailed to procurement@barnsley.gov.uk
- 17.8 The Procurement Team will record and allocate a waiver reference number which will be provided to the Procuring Officer to be added to the purchase order and the project file on YORTender.
- 17.9 The Procuring Officer will include in the waiver confirmation of how Best Value is being sought.
- 17.10 The Procuring Officer will be responsible for ensuring that a contract is executed with the awarded supplier, where relevant and that the publications to Contracts Register and Contracts Finder are progressed in line with transparency requirements.

18. Exceptions to Requirements of Competition for contracts above £100,000 for goods and services and above £250,000 for works

- 18.1 For contracts above £100,000 for goods and services and £250,000 for works and not covered by the Regulations (Rule 19 below), if the relevant Executive Director is satisfied that an exception to competition is required due to reasons as set out in Rule 18.8 below, Rules 14.9 to 14.15 shall not apply, subject to obtaining the necessary approvals.

- 18.2 Where an exception to the requirement for competition is sought a [Waiver to Competition Form](#) must be completed by the Procuring Officer and signed off by the accountable Service Director and Executive Director prior to the procurement and contract being agreed.
- 18.3 The relevant Procuring Officer shall prepare a waiver report in the form set out in the [Waiver to Competition Form](#) explaining the proposed course of action and the reasons why a waiver to Rule 14.9 to 14.15 is required (see Rule 18.8 below).
- 18.4 The report must be submitted by the Procuring Officer in the following order:
- Accountable Service Director
 - Accountable Executive Director
 - Service Director – Law & Governance
 - Director of Finance (S151 Officer).

Approval and/or comments shall be provided in the format set out in the Waiver to Competition Form.

The Procuring Officer must ensure an electronic version of the report is sent to procurement@barnsley.gov.uk

- 18.5 The Procurement Team will record and allocate a waiver reference number which will be provided to the Procuring Officer to be added to the purchase order and the project file on YORtender.
- 18.6 The Procuring Officer will include in the waiver confirmation of how Best Value is being sought, except where the exception is a variation to an existing contract where a [Procurement Event Approval Document – Variation](#) will be completed by the Procurement Team at the point the waiver reference is issued.
- 18.7 The procedure set out in Rule 18.3 above is in addition to any other approval that is required, for example to incur the expenditure for the duration of the contract, in accordance with the Council's Constitution.
- 18.8 The reasons why an exception to competition is justified, may include the circumstances below, provided that such an approach is consistent with the Council's duty to obtain Value for Money and its [Commercial Strategy](#) and policies
- 18.9 The Procuring Team will be responsible for ensuring that a contract is executed with the awarded supplier, where relevant and that the publications to Contracts Register and Contracts Finder are progressed in line with transparency requirements.

(a) No Available Competition

The relevant Executive Director can approve the reason for the waiver is due to no available competition.

This can occur in a limited number of circumstances as in the following:

- the purchase of proprietary or patented goods or materials only from one firm, and where no equivalent or no reasonably satisfactory alternative is available
- the execution of works or supply of services of a specialised nature which can only be carried out by only one firm and where no equivalent or no reasonably satisfactory alternative is available
- the purchase of a named product required to be compatible with an existing installation for which no equivalent or no reasonably satisfactory alternative is available
- the appointment of a developer to exercise functions of the Council under Section 278 of the Highways Act 1980
- the appointment of specialists on a short-term requirement to bridge a skills shortage in the Council's organisational structure
- the instruction of, advice from, or service provided by Counsel.

(b) Variation of a Contract During its Term

The relevant Executive Director can approve a contract variation under a waiver in the following circumstance.

Where additional works required are greater than 50% of the original contract and if the additional works are not within the original scope regardless of value, then a waiver will be required, and advice must be sought from the Procurement Team.

A waiver for a variation will not be required where additional works, services or supplies required to the original contracts are within the original scope and provided the overall value of all variations do not amount to greater than 50% of the original contract.

A [Procurement Event Approval Document – Variation](#) shall be completed for all variations on contracts above £100,000 for goods and services and £250,000 to ensure that all due diligence checks are performed for compliance purposes and the sustainability of the contract.

(c) Emergency Circumstances

The relevant Executive Director can approve an exception where purchases for goods and services or works are required urgently, due to circumstances not foreseeable and not attributable to the Council, as not to permit compliance with the requirements of competition.

A lack of planning or resource to progress the competition should not be used as the rationale for this approach.

(d) Strategic/Tactical Procurement

The relevant Executive Director can approve a waiver where the Procuring Officer and the relevant Service Director, the Procurement Team and Legal Services consider a waiver to competition for the following reasons:

- aggregating different contracts together but an extension is required to align contract start dates
- due to shortage of resources to enable a procurement event to be properly project managed which could not have been foreseen or managed
- would cause significant inconvenience or substantial duplication of costs for the Council.

Waivers progressed under this exception must outline the future procurement plans to ensure alignment with these Rules in future requirements.

15. Exceptions to Requirements of Competition (where the Regulations do apply)

- 15.1 Where the Regulations apply, they must be complied with. Further advice and guidance can be sought on the [Procurement Team Intranet Site](#)
- 15.2 Where the Regulations apply there is a requirement to publish a Voluntary ex ante Transparency (VEAT) notice if a contract is to be awarded without the prior publication of a contract notice. A VEAT notice **must** be published before a contract is awarded and a contract cannot be entered into until at least 10 days after the VEAT notice has been published.
- 15.3 All such applications for an exception to competition should be in accordance with the relevant provisions of the Regulations.
- 15.4 The Procurement Team shall maintain a register of all such exceptions at any value.
- 15.5 In compliance with the Local Government Transparency Code, all contracts created after an exception to competition has been approved must be promoted to the Council's [Contracts Register](#). In addition, all contracts awarded above £25,000 must have a contract award notice publicised on Contracts Finder.

16. Submission of Bids

16.1 Submissions for projects up to and including £50,000

The Executive Director must ensure that there is a system in place which can demonstrate the fairness and transparency of the process and records are

saved electronically and kept in accordance with the Council's [Records Retention Policy](#).

16.1 Submissions for projects above £50,000

YORtender must be used for the return / submission of quotations and tenders in accordance with the system's requirements. All documentation must also be stored on SharePoint in line with the Council's [Records Retention Policy](#).

16.3 Late Submissions (SQs)/Quotations/Tenders

The opening and release of submitted bids (after the specified deadline) must be performed on YORtender, if a competitive exercise above £50,000 or the opportunity has been published on YORtender.

Late bids may only be accepted, at any stage of the procurement process where it can be demonstrated the bidder has gained no advantage as a result of the late submission and this is due to circumstances beyond their control.

Bids submitted outside the YORtender system shall not be accepted, unless this is as a result of the above circumstances.

17 Evaluation of Quotations and Tenders

17.1 Evaluation of quotations/tenders must be completed in accordance with criteria and the scoring methodology set out in the quotation / tender documents provided to suppliers to ensure the process is performed in open, fair and transparent manner.

17.2 Records should be kept of the evaluation process, which should include criteria, sub-criteria, weightings, individual and consensus scoring including completed moderation forms (with electronic confirmation or signed by the individuals involved in the evaluation) clarifications and reasons for decisions. Records should be saved electronically (PDF format) and stored on YORtender and Sharepoint and in accordance with the Council's Records Retention Policy.

17.3 Where the total value of a contract is higher than the budgeted value, additional approval from the budget holder and allocated Strategic Finance Business Partner must be obtained prior to proceeding with a contract award.

17.4 If the value exceeds the level of authority already obtained for the spend additional approval based on the revised value should be sought, from Cabinet Spokesperson or Cabinet in line with delegated authority thresholds.

17.5 Procuring Officer for procurements which are below the thresholds for procurement led by the Procurement Team should refer to the [Procurement Team Intranet Site](#) for further guidance and documentation to be used for evaluation of bids.

18 Due Diligence

- 18.1** Due diligence on all bidders should be performed for every contract, regardless of value and route to procure to mitigate risk to the Council.
- 18.2** Financial checks on all successful bidders should be performed and the detail of the check will vary on the risk involved to the Council and value of the contract. No tender should be accepted from a bidder who has been declared insolvent or bankrupt.
- 18.3** Where a financial check is required then the Procuring Officer must be able to demonstrate that the risk to the Council from failure to deliver will have minimal repercussions and the awarded supplier is solvent.
- 18.4** Procuring Officer for procurements which are below the thresholds for procurement led by the Procurement Team should refer to the [Procurement Team Intranet Site](#) for further guidance and documentation to be used to undertake due diligence checks.
- 18.5** The Contract Manager will be responsible for ensuring ongoing due diligence on the awarded supplier during the term of the contract in line with the Contract Management Plan.

19 Errors in Quotations/Tenders

- 19.1** Certain tender documentation will prescribe the rules to be adopted in relation to errors in quotations/tenders. In other cases, the Council will advise bidders of the approach that will be taken.
- 19.2** Errors in quotations/tenders shall be dealt with in one of the following ways:
- (a) the bidder shall be given details of the error(s) found during the examination of the quotation/tender and shall be required at the sole option of the Council to confirm without amendment or withdraw the quotation/tender; or
 - (b) amending the quotation/tender to correct genuine error(s) provided that, in this case, apart from these genuine errors no other adjustment, revision or qualification is permitted.
- 19.3** All amendments shall be fully recorded with justification for the action taken.
- 19.4** Clarification requests should be requested in writing via YORtender and any response from bidders should also be in writing via YORtender. Where necessary, advice should be sought from the Procurement Team and Legal Services.

20 Abnormally Low Tenders

- 20.1** Where a tender appears abnormally low it may not be rejected without:

- giving the bidder an opportunity to explain the tendered price (such explanation to be given in writing)
- considering the evidence provided, and demonstrating the bidder will not be able to provide the bid as detailed sustainably without detriment to the Council
- obtaining the written approval from the Head of Strategic Purchasing Procurement and Contract Management, the Service Director – Law & Governance and the Director of Finance (S151 Officer)

20.2 Post Tender Negotiations (Negotiations after receipt of formal bids and before award of contract) Where the Regulations apply, they must be followed. Post tender negotiations are not allowed in above threshold procurement processes unless the competitive process with negotiation tender procedure is used.

20.3 Where the Regulations do not apply then post tender negotiations will be only permissible where the tender procedure stated has allowed the use of such negotiations.

20.4 In exceptional circumstances, where the Service Director – Law & Governance considers that post tender negotiations are in the Council's interests and may achieve added value then post tender negotiations may be appropriate.

20.5 Post tender negotiations where permissible, must only take place where they do not distort competition or disadvantage any bidder. The process should be transparent and non-discriminatory and ensure bidders are treated equally.

20.6 Post tender negotiations with any bidders must be in accordance with the following conditions:

- (a) approved by the accountable Executive Director in consultation with the Head of Strategic Purchasing, Procurement and Contract Management and the Service Director – Law & Governance and are carried out in accordance with the law.
- (b) written records of the negotiations are kept, and a clear written record of the added value obtained by the post tender negotiations is incorporated into the contract with the successful bidder.

21 Acceptance of Quotations/Tenders and Award

21.1 The Council is not bound to accept any quotation or tender and this must be made clear to bidders in writing at the beginning of the process and as appropriate throughout.

21.2 Quotations and tenders may be accepted on behalf of the Council by the relevant Executive Director provided they have been sought, evaluated and are

to be awarded fully in compliance with these Rules and the necessary approval has been obtained.

- 21.3** In relation to all contracts, once a decision to award a contract is made, all bidders must be notified at the same time, as soon as possible, in writing via YORtender, of the intention to award the contract to the successful bidder, giving reasons for the decision. Please see the [Procurement Team Intranet Site](#) for guidance.
- 21.4** For all contracts tendered in accordance with the Regulations, a mandatory 10-day standstill period must be observed between the decision to award being notified to all bidders and entering into a contractually binding agreement with the successful bidder. Where possible this standstill should be applied to the below threshold procurements to align to best practice.
- 21.5** Procuring Officer for procurements which are below the thresholds for procurement led by the Procurement Team should refer to the Procurement Team Intranet Site for further guidance and documentation to be used for acceptance of bids and award of contracts.
- 21.6** If an unsuccessful bidder challenges the decision to award the contract, (if the contract has not already been awarded), it shall not be awarded until the advice of the Service Director – Law & Governance has been obtained.
- 21.7** Unsuccessful bidders may request a debrief which should be provided to them in writing. Further information is available on the [Procurement Team Intranet Site](#).

22 Contracts Register and Contract Award Notices

- 22.1** All contracts above £5,000 must be promoted to the Council's [contracts register](#) on YORtender. This includes contracts created by a single quotation.
- 22.2** Where a contract has been tendered pursuant to the Regulations, the Council shall publish a contract award notice in FTS no later than 30 days after the date of award of the contract, which is deemed the first date after the last signature is added to the contract and BEFORE any other award notice is publicised.
- 22.3** Where a contract has been awarded valued £25,000 or greater, regardless of the procedure used (including call-off from Framework Agreements), details of the award must be published on Contracts Finder, within 30 days of the award of the contract, which is deemed the first date after the last signature is added to the contract.

23 Record of all Procurement Documentation

- 23.1** A full audit trail of the whole procurement process including all internal documentation (e.g., Best Value Form/Equality Impact Assessment/ Data

Protection Impact Assessment) shall be maintained in the relevant tender file within the YORtender e-tendering system and on SharePoint.

CONTRACT FORMALITIES

24 Contracts

- 24.1** Written contracts include the Council's electronic purchase orders in addition to contracts prepared and/or approved by the Council's Legal Services department. The relevant Executive Director must ensure that officers give proper consideration to the form of contract required in each case and obtain advice from the Service Director – Law & Governance where necessary.
- 24.2** Every contract must be in writing and unless executed under the Council's seal:
- must be signed by an Executive and/or the Service Director and a person with the relevant delegated authority responsible for ongoing management of the contract, where the contract value is up to and including £100,000
 - must be signed by two Executive or Service Directors and at least one of those officers shall be the Service Director – Law & Governance or their authorised signatory where the contract value is over £100,000
- 24.3** Every contract executed under seal must be signed by an Executive Director or Service Director and the Executive Director of Core Services, or their delegated officer.
- 24.4** The relevant Executive Director must ensure that every contract in writing must set out:
- (a) the works, goods, services, materials, matters or things to be carried out or supplied;
 - (b) the price to be paid and/or the amounts and frequency or the method of calculation of contract payments with a statement of discounts or other deductions;
 - (c) the time(s) within which the contract is to be performed; and
 - (d) such other matters as the Service Director – Law & Governance considers necessary.
- 24.5** Where possible Contracts should be signed electronically by all relevant parties using the Council's electronic signature system.
- 24.6** Any standard terms and conditions of contract submitted by a supplier shall not be accepted without advice or review from Legal Services.
- 24.7** Every contract must be in writing and must be concluded (executed by all parties) prior to the commencement of any works, services or any supply.

Exceptionally, and only for certain categories of procurement such as construction, a letter of intent may be utilised to enable forward planning and mobilisation activities but must set out the scope and extent of any preparatory works to be undertaken by the contractor, be value capped and time limited. Proceeding under a letter of intent can give rise to risks and advice should always be sought from the Legal Services before utilising a letter of intent.

25 Contract Management

The arrangements for managing Council contracts should be in line with the National Audit Office's *Good Practice Contract Management Framework*.

25.1 Executive Directors must;

- (a) Ensure that the Council's approved processes for contract management, as set out in the Contract Management Toolkit are adhered to;
- (b) Assign a Senior Responsible Officer (SRO) to every contract and ensure a suitably qualified, experienced and trained officer is assigned to be the Contract Manager. SRO's and Contract Managers will undertake appropriate training to support commercial capability;
- (c) Ensure work under the contract does not begin until the contract has been signed or sealed and dated;
- (d) Allocate a Procuring Officer who will consult with the assigned Contract Manager in the development of the procurement and ensure contracts are tiered under the Tiering Tool and scored as gold, silver or bronze. Contracts shall be scored initially as part of the procurement process, updated at contract award and reviewed periodically during the contract term;
- (e) Where a Best Value form is required, undertake a scoring exercise on the contract and update the appropriate form;
- (f) Develop a Contract Management Plan for all contracts. The Contract Management Plan should be linked to the scoring of the contract and detailed to reflect whether it is a gold, silver or bronze contract; and
- (g) The Contract Management Plan from the Procuring Officer must be handed to the Contract Manager and SRO once the contract has been signed.

25.2 Gold contracts will have a nominated commercial lead from the Procurement Team to support Contract Managers and SROs or undertake the contract management as appropriate.

25.3 The Contract Manager is responsible for:

- (a) Ensuring that the contract is carried out in accordance with its terms and conditions;
- (b) Ensuring that an appropriate mobilisation and implementation plan (as defined in the procurement) is followed;

- (c) Monitoring the supplier's performance, ensuring compliance and escalating issues in accordance with the contract and Council governance arrangements;
- (d) Monitoring cost and value for money requirements including contract expenditure against budget;
- (e) Monitoring risk management, ensuring mitigations and management plans are in place as appropriate;
- (f) Formal and documented periodic reviews in accordance with the contract and Contract Management Plan;
- (g) Ensuring the supplier complies with the Council's policies;
- (h) Ensuring that the supplier maintains the necessary insurances and other relevant policies required by the contract;
- (i) Ensuring any minor changes and variations to the contract are undertaken compliantly and approved and appended to the contract documentation before they are implemented;
- (j) Keeping a record of all valuations, payments, claims, monitoring, changes and certificates under the contract. Payments must only be made against a valid invoice;
- (k) Meeting with suppliers to discuss performance, Key Performance Indicators must be used to assess performance at least every 12 months; and
- (l) Ensure exit planning is undertaken and make recommendations on options for future procurements / extensions to the contract.

26 Contract Variations

- 26.1** An above FTS threshold existing contract may only be varied in accordance with Regulation 72 of the Regulations including where there are specific provisions provided for in the Contract.
- 26.2** Funding must be identified before any variation is formally agreed. Modification of an existing Contract which will require the Council to provide additional funding is approved in accordance with the Council's Financial Regulations and the Executive Director will need to ensure Value for Money is considered.
- 26.3** A variation not provided for in an existing Contract may be implemented subject to waiver in competition subject to clause 18.8 of these Rules and that it complies with clause 26.4
- 26.4** Where the Regulations apply there may be a requirement to publish a Modification Notice if a contract is to be varied in accordance with the provisions set out in Regulation 72.
- 26.5** A variation must not materially affect or change the scope of the original contract. Such a variation could constitute a new award/contract. The Regulations must be followed and where a proposed variation exceeds 50% of the original contract value appropriate advice should be sought from the Procurement Team and Legal Services in the first instance.

The Procurement Team should be notified of any contract variations that materially change the original scope and value of the contract.

26.6 All variations to a contract must be recorded and signed by both parties (including numbering and dated) and provided to the supplier to ensure a full audit trail is maintained.

26.7 For contracts above £100,000, all variations must be completed in accordance with the [Procurement Event Approval Document – Variations](#) to ensure that all due diligence checks are performed for compliance purposes and the sustainability of the contract

27 Contract Extensions

28.1 An existing contract may be extended in accordance with specific criteria as outlined in the Public Contract Regulations 2015, Regulation 72.

28.2 Contract extensions must not materially change the original scope of the contract. Advice should be sought from Procurement Team and Legal Services to ensure any extension proposed complies with procurement regulations and the Executive Director will need to ensure Value for Money is considered.

28.3 An extension not provided within the existing contract will be subject to exception to competition and must be supported by a waiver approved by the accountable Executive Director.

28.4 For contracts above £100,000, all contract extensions must be completed in accordance with the [Procurement Event Approval Document – Extension](#) to ensure that all due diligence checks are performed for compliance purposes and the sustainability of the contract.

28 Contract Novations

28.1 A contract should not be novated to another provider unless it complies with Regulation 72 of the Regulations.

28.2 Where the Regulations apply there may be a requirement to publish a Modification Notice if a contract is to be novated in accordance with the provisions set out in Regulation 72. Guidance should be sought from the Procurement Team.

28.3 The Procurement Team and Legal Services must be consulted on all contract novations prior to agreement with the supplier.

28.4 Due diligence must be performed on all novations prior to any agreement to the novation to ensure the Council is protected.

28.5 For contracts above £100,000, all contract novations must be completed in accordance with the [Procurement Event Approval Document – Novation](#) to ensure that all due diligence checks are performed for compliance purposes and the sustainability of the contract.

This page is intentionally left blank

Contract Procedure Rules - Appendix A Roles and Responsibilities

Executive Director (Senior Responsible Officer)	Procuring Officer	Contract Manager
<ul style="list-style-type: none"> a) ensuring that purchasing, procurement and contract management by their authorised officers and officers with delegated responsibility is undertaken in compliance with the Regulations these Rules, the Financial Regulations and Commercial Strategy; b) ensuring appropriate supervision and performance management of the procurement cycle and ensuing contract management is applied with appropriate quality control procedures and within delegated authority; c) ensuring the Officer appointed to manage the contract and supplier relationship has relevant knowledge and understanding of the Contract Manager's role and responsibilities; 	<ul style="list-style-type: none"> a) ensuring they have the appropriate Cabinet or Cabinet Spokesperson authority or written approval from an officer with appropriate delegated responsibility to incur the expenditure or take appropriate procurement action; b) ensuring that Officer decisions are recorded accurately and promptly, including the relevant information required, such as the context in which the decision was taken, the reasons for the decision and alternative options; c) ensuring that the procurement is in line with the actions proposed and agreed in the business case or plan; d) ensuring that the expenditure to be incurred for the procurement and contract is contained within the approved budget plan (i.e. there is an approved budget) prior to 	<ul style="list-style-type: none"> a) managing the Contract effectively, engaging with and maintaining a positive relationship with the supplier, ensuring performance of the Contract in accordance with the terms and to the satisfaction of the Council; b) ensuring value for money is achieved through the meeting of KPIs, service levels, objectives and outcomes of the Contract; c) ensuring that they manage any call-off contract which has been awarded under a framework. It is not the responsibility of the overall Framework holder to manage individual contracts awarded under any framework; d) verifying the Council is receiving or has received the service/works or goods as detailed in the Contract;

<p>d) the categories of spend that sit within their Directorate. Where a category of spend is shared across Directorates, a process of management needs to be agreed in order to identify the lead Service & the level of spend undertaken by the relevant Directorate;</p> <p>e) ensuring that appropriate authorisation and/or delegation has been issued to authorised officers and officers with delegated responsibility;</p> <p>f) ensuring that contracts for which their Directorate is responsible are monitored and managed effectively and in line with these Rules and any guidance issued by the Procurement Team and;</p> <p>g) ensuring that, in the case of a procurement of a contract that may be used by more than one Directorate, the other relevant Directorates are consulted and involved.</p> <p>h) ensuring that those undertaking the procurement understand their role</p>	<p>commencing any procurement exercise;</p> <p>e) ensuring that those involved in the development of the tender documents and evaluation understand their role and have the appropriate technical knowledge of the goods/services or works being procured and for the level and complexity of procurement being undertaken;</p> <p>f) ensuring that prior to undertaking any procurement activity are aware of the need to follow the Regulations Councils Contract Procedure Rules;</p> <p>g) ensuring that the relevant process for procurement in following in line with the overall estimated value of the contract, having reviewed the Estimated Contract Value Guidance</p> <p>h) ensuring the Strategic Procurement Team are made aware as soon as is practical about any procurement required for a contract which will be at the level</p>	<p>e) payment under the agreed payment mechanism and</p> <p>f) following verification or confirmation of receipt of services/works or goods as required by the Contract, ensuring payment is made to suppliers within the agreed timescales as set out in the Contract.</p>
--	--	---

<p>and have the appropriate training and technical knowledge of the goods/services or works being procured and for the level and complexity of procurement being undertaken;</p> <p>i) ensuring that effective and robust contract management takes place to ensure delivery of identified KPIs, service levels, objectives and outcomes, to ensure the Council meets the terms of contract and to identify any risks of possible non-delivery or failure.</p>	<p>the rules define should be led by Strategic Procurement Team</p> <p>i) ensuring that all information in relation to the procurement is progressed in a timely manner</p> <p>j) ensuring that a reasonable time is allocated for an effective procurement cycle from identifying the need through to contract award and the mobilisation required to be undertaken; and</p> <p>k) ensuring that Value for Money/Best value is sought at all times</p>	
--	---	--

This page is intentionally left blank

Best Value Form (Single Quote)

IMPORTANT NOTICE TO OFFICERS

It is the responsibility of the Officer completing this form to ensure it complies with the Contract Procedure Rules (CPR) and any related instructions or guidance contained.

Please complete all sections in full.

INFORMATION

In accordance with the CPR, Value for Money/Best Value should be sought in all circumstances where the Council is procuring and contracting goods, services or works.

This is defined as; the best mix of quality and effectiveness for the least outlay over the period of use of the goods/ services bought. It is not about minimising initial purchase costs, but 'four Es' – economy, efficiency, effectiveness and equity:

- economy – minimising the cost of resources for an activity ('doing things at a low price')
- efficiency – performing tasks with reasonable effort ('doing things the right way')
- effectiveness – the extent to which objectives are met ('doing the right things')
- equity - This reflects the extent to which services are available to, and reach, the people they are intended for, and whether the benefits from the services are distributed fairly.

When considering 'outlay', the key factor is whole life cost, not lowest purchase price. Whole life cost takes into account the total cost over the life of a contract, including capital, maintenance, management, operating and disposal costs, and can be very different from initial price.

In accordance with CPR, section 14.7

For contracts valued up to and including £50,000 a Procuring Officer shall proceed in a manner which ensures Value for Money and the efficient management of the service. Where possible this process shall prioritise the placing of orders with local businesses under the Council's social value policy.

All contracts with an aggregated contract value of £5,000 and above must be placed upon the Council's [Contract Register](#) in accordance with legislative requirements. In addition, all contracts awarded above £25,000 must have a contract award notice publicised on Contracts Finder. This includes contracts created by a single quotation.

The Procuring Officer should ensure that the contract has been scored prior to any procurement process in line with the Council's Tiering Tool to assess the level of contract management required once a supplier is appointed.

The Procuring Officer should complete a Best Value Form (Single Quote) or Best Value Form (Quote Process) to document the process undertaken to select a supplier on each contract up to £50,000.

All procurement activity is subject to review by the Strategic Purchasing, Procurement and Contract Management Team and periodic review by the Corporate Assurance Team. It is the responsibility of the Officer completing the Form to keep this record for audit trail purposes.

Please seek advice from the Information Governance team as to whether a Data Protection Impact Assessment (DPIA) is required in relation to the delivery of this contract.

Please seek advice from the Equalities team as to whether an Equalities Impact Assessment (EIA) is required in relation to the delivery of this contract.

The Procuring Officer should ensure prior to the commencement of a procurement they have estimated the contract value and obtained approval for the required budget. Further information on calculating estimated contract values is included in the Contract Value Estimate Guidance available on the [Procurement Intranet Site](#)

Text highlighted in Blue is instructions to the Officer completing the form and should be deleted from the final document.

Text highlighted in Yellow is sections which need to be completed by the Officer. Highlighting and background text should be removed from the final document.

DIRECTORATE	[INSERT]
SERVICE	[INSERT]
CONTRACT OWNER/MANAGER	[INSERT]
BUDGET MANAGER	[INSERT]
BUDGET MANAGER APPROVAL	Choose an item. If the Budget Manager is different to the Officer completing this form you must seek their approval.

SECTION 1: CONTRACT DETAILS	
Contract title	[INSERT TITLE]
Type of supply	Choose an item.
Contract start date	Click here to enter a date.
Contract end date	Click here to enter a date.
Possible extensions (<i>if applicable</i>)	#
Estimated total contract value including extensions (Excluding VAT):	£
Estimated total contract value including extensions (Including VAT):	£
VAT Rate	20.00% / 12.50% / 5.00% / 0.00% / Exempt
Is this construction related works (CIS)	

SECTION 2: SUPPLIER DETAILS	
Supplier Name	[INSERT]
Address	[INSERT]
Telephone	[INSERT]
Email	[INSERT]
Vendor Number	[INSERT]

SECTION 3: COST BREAKDOWN	
Total contract cost (excluding VAT)	[INSERT]
Total annual cost (excluding VAT)	[INSERT]
Please detail below any specific one-off costs within the contract cost and a breakdown of on-going costs	
One-off contract cost	[INSERT]
On-going cost e.g. support/maintenance	[INSERT]

Budget which will pay for this provision	[INSERT]
--	----------

SECTION 4 : JUSTIFICATION FOR DIRECT AWARD (INCLUDING FRAMEWORK AGREEMENT DIRECT CALL OFF)

(Please provide as much information as possible - remember this information is subject to audit/review and you are the accountable Officer)

Background to requirement (e.g. reference to business case / contract / need etc.)

--

Reason for Direct Award (e.g. Compatible with existing equipment/available from only one supplier / no other equipment meets specification requirement etc.)

--

Evidence of supporting reason (e.g. Market Testing undertaken / first price not accepted etc.)

--

Evidence value for money sought (e.g. benchmarking, whole cost assessment done etc.)

SECTION 5: COMMERCIAL ACCEPTANCE / VALUE FOR MONEY

I hereby confirm that, to the best of my knowledge, this procurement is commercially reasonable and delivers best value.

NAME	[INSERT]
JOB TITLE	[INSERT]
SIGNED	[INSERT]
DATE	Click here to enter a date.

Please email completed forms to procurement@barnsley.gov.uk

Further guidance and support should be obtained from Strategic Purchasing, Procurement & Contract Management (procurement@barnsley.gov.uk)

Best Value Form (Quote Process)

IMPORTANT NOTICE TO OFFICERS

In accordance with CPR 14.8;

For contracts above £50,000 and up to and including £100,000 for goods and services and £250,000 for works the Procuring Officer must seek to achieve competition and for that purpose invite at least three quotations via YORtender.

The Procuring Officer should ensure that the contract has been scored prior to any procurement process in line with the Council's Tiering Tool to assess the level of contract management required once a supplier is appointed.

Where appropriate at least two of the companies invited to quote should be local businesses.

In instances where only a single bid is received, then the Executive Director must satisfy themselves that Value for Money has been achieved .

When inviting suppliers to quote, the officer responsible should ensure they rotate between suppliers where the market permits and allows to ensure a fair, open and transparent process is applied.

The Procuring Officer should complete a Best Value Form (Quote Process) to document the process undertaken.

If the Procuring Officer chooses to publish the opportunity to the open market, rather than a select list of suppliers a Contracts Finder notice must be published if the value of the contract is above £25,000.

The Procuring Officer is responsible for ensuring contracts with an aggregated contract value of £5,000 and above are placed upon the Council's [Contract Register](#) in accordance with legislative requirements. In addition, all contracts awarded above £25,000 must have a contract award notice publicised on Contracts Finder.

It is the responsibility of the Procuring Officer completing this form to ensure it complies with the Contract Procedure Rules (CPR) and any related instructions or guidance contained.

Please complete all sections in full.

All contracts must have the following;

- A specification of requirements and appropriate performance measures
- Evaluation criteria which outline to those providing a quote how the bids will be evaluated
- Appropriate terms and conditions in place
- An estimated value which aligns to budget
- An understanding of whether a DPIA is required
- An understanding of whether an EIA is required.
-

For any procurements where a contract is required please contact legalcommercial@barnsley.gov.uk

Please seek advice from the Information Governance team as to whether a Data Protection Impact Assessment (DPIA) is required in relation to the delivery of this contract.

Please seek advice from the Equalities team as to whether an Equalities Impact Assessment (EIA) is required in relation to the delivery of this contract.

The Procuring Officer should ensure prior to the commencement of a procurement they have estimated the contract value and obtained approval for the required budget. Further information on estimated contract values is included in the Contract Value Estimate Guidance available on the [Procurement Intranet Site](#)

All procurement activity is subject to audit and review by the Strategic Purchasing, Procurement and Contract Management Team and Corporate Assurance team. It is the responsibility of the Officer completing the Form to keep this record for Audit purposes.

Text highlighted in Blue is instructions to the Officer completing the form and should be deleted from the final document.

Text highlighted in Yellow is sections which need to be completed by the Officer. Highlighting and background text should be removed from the final document.

DIRECTORATE	[INSERT]
SERVICE	[INSERT]
CONTRACT OWNER/MANAGER	[INSERT]
BUDGET MANAGER	[INSERT] If the Budget Manager is different to the Officer completing this form you must seek their approval.
BUDGET MANAGER APPROVAL RECEIVED	Choose an item.

SECTION 1: CONTRACT DETAILS	
Contract title	[INSERT TITLE]
Type of supply	Choose an item.
Contract start date	Click here to enter a date.
Contract end date	Click here to enter a date.
Possible extensions (if applicable)	#
Estimated total contract value (Excluding VAT):	£
Estimated total contract value (Including VAT):	£
VAT Rate	20.00% / 12.50% / 5.00% / 0.00% / Exempt
Is this construction related works (CIS)	

SECTION 2: QUOTATIONS RECEIVED		
Rank	Supplier	Price
1	[Insert Name]	[Insert Price]
2		
3	[Insert Additional Rows if required]	

SECTION 3: LOCAL PROVIDERS
State the evidence of invitation of a minimum of 2 local providers and reasons if this requirement has not been met
(e.g. 2 x Suppliers based in S75 postcode, or Unable to locate more than 1 x suitable Supplier in the borough etc.)

SECTION 4: SUCCESSFUL QUOTE
State which bidder you are awarding the contract to. If this is not the bidder with the lowest quotation, please explain the rationale.
(Evaluation methodology based on other criteria including quality etc.)

SECTION 5: USE OF YORtender	
Confirm YORtender was used to obtain the quotes and will be used for the award and publication process (Note: YORtender must be used for requirements over £50,000)	
Choose an item.	
YORtender Project ID	[INSERT]

SECTION 6: COMMERCIAL ACCEPTANCE / VALUE FOR MONEY	
I hereby confirm that, to the best of my knowledge, this procurement is commercially reasonable and delivers best value.	
NAME	[INSERT]
JOB TITLE	[INSERT]
SIGNED	[INSERT]
DATE	Click here to enter a date.

Please email completed forms to procurement@barnsley.gov.uk

Further guidance and support should be obtained from Strategic Purchasing, Procurement & Contract Management (procurement@barnsley.gov.uk)

This page is intentionally left blank

Waiver Form

IMPORTANT NOTICE TO OFFICERS

It is the responsibility of the Officer completing this form to ensure it complies with the Contract Procedure Rules (CPR) and any related instructions or guidance contained.

This process should be completed BEFORE a supplier is formally engaged.

Please complete all sections in full.

INFORMATION

In accordance with CPR, section 17.1 (For requirements up to £100,000 for goods and services and £250,000 for works);

In exceptional circumstances and considering all the information available an accountable Executive Director may decide that it is justified to invite less than three quotations in a particular instance or type of transaction.

and 18.1 (contracts above £100,000 for goods and services and £250,000 for works);

For contracts above £100,000 for goods and services and 250,000 for works and not covered by the Regulations (Rule 19 below), if the relevant Executive Director is satisfied that an exception to competition is required due to reasons as set out in Rule 18.4 below, Rules 14.9 to 14.15 shall not apply, subject to obtaining the necessary approvals.

Following approval of the waiver all documentation associated with the procurement or award of a contract must be progressed. This will include;

- Specification
- Form of Contract
- Relevant approvals to spend.

Please seek advice from the Information Governance team as to whether a Data Protection Impact Assessment (DPIA) is required in relation to the delivery of this contract.

Please seek advice from the Equalities team as to whether an Equalities Impact Assessment (EIA) is required in relation to the delivery of this contract.

The Procuring Officer should ensure prior to the commencement of a waiver process they have estimated the contract value and obtained approval for the required budget.

In accordance with the CPR,

Value for Money/Best Value should be sought in all circumstances where the Council is procuring and contracting goods, services or works.

This is defined as; the best mix of quality and effectiveness for the least outlay over the period of use of the goods/ services bought. It is not about minimising initial purchase costs, but 'four Es' – economy, efficiency, effectiveness and equity:

- *economy – minimising the cost of resources for an activity ('doing things at a low price')*
- *efficiency – performing tasks with reasonable effort ('doing things the right way')*
- *effectiveness – the extent to which objectives are met ('doing the right things').*
- *equity - This reflects the extent to which services are available to, and reach, the people they are intended for, and whether the benefits from the services are distributed fairly.*

Further information on calculating estimated contract values is included in the Contract Value Estimate Guidance available on the [Procurement Intranet Site](#)

All procurement activity is subject to review by the Strategic Purchasing, Procurement and Contract Management Team and periodically by the Corporate Assurance Team. It is the responsibility of the Officer completing the Form to keep this record for Audit purposes.

Text highlighted in Blue is instructions to the Officer completing the form and should be deleted from the final document.

Text highlighted in Yellow is sections which need to be completed by the Officer. Highlighting and background text should be removed from the final document

DIRECTORATE	[INSERT]
SERVICE	[INSERT]
CONTRACT OWNER/MANAGER	[INSERT]

SECTION 1: CONTRACT DETAILS	
Contract title	[INSERT TITLE]
Type of supply	Choose an item.
Contract start date	Click here to enter a date.
Contract end date	Click here to enter a date.
Spend type	One off/ recurring
Possible extensions (<i>if applicable</i>)	#
Estimated total contract value (Excluding VAT):	£

Estimated total contract value (Including VAT):	£
Budget which will pay for this	
VAT Rate	20.00% / 12.50% / 5.00% / 0.00% / Exempt
Is this construction related works (CIS)	

SECTION 2: SUPPLIER DETAILS	
Supplier Name	[INSERT]
Address	[INSERT]
Telephone	[INSERT]
Email	[INSERT]
Vendor Number	[INSERT]

SECTION 3 : JUSTIFICATION FOR WAIVER (Please provide as much information as possible - remember this information is subject to audit/review and you are the accountable Officer)	
Exception Rule	Choose an item.
Do the Regulations apply	Yes/No
If Yes what justification is being used	Regulation 32, Regulation 72 with detail of specific clause
Background to requirement (e.g. reference to business case / contract / need etc.)	
Reason for Direct Award (e.g. Compatible with existing equipment/available from only one supplier / no other equipment meets specification requirement etc.)	
Evidence of supporting reason (e.g. Market Testing undertaken / first price not accepted etc.)	
Implications if the waiver isn't approved; e.g. Unable to use external funds in timescales, unable to provide statutory services.)	
If recurring, please outline future procurement and commissioning process: e.g. Procurement to be undertaken in new FY to consolidate contracts etc.)	
If exception rule is 'strategic/tactical' confirm response from Procurement Team; (Discussed with Procurement, added to forward plan of procurements etc.)	

Evidence of Value for Money being secured; (e.g. Benchmarked against market rates.)

SECTION 5: APPROVALS

I confirm to the best of my knowledge all information contained above is accurate and that subject to approval of the waiver will progress all required documentation to in line with CPR requirements.

I hereby confirm that, to the best of my knowledge, this procurement is commercially reasonable and delivers best value.

NAME	[INSERT]
JOB TITLE	[INSERT]
SIGNED	[INSERT]
DATE	Click here to enter a date.

SERVICE DIRECTOR

NAME	[INSERT]
JOB TITLE	[INSERT]
SIGNED	[INSERT]
DATE	Click here to enter a date.

EXECUTIVE DIRECTOR

NAME	[INSERT]
JOB TITLE	[INSERT]
SIGNED	[INSERT]
DATE	Click here to enter a date.

FOR ABOVE £100,000 FOR GOODS AND SERVICES AND ABOVE £250,000 FOR WORKS

SERVICE DIRECTOR – LAW AND GOVERNANCE

NAME	[INSERT]
JOB TITLE	[INSERT]
SIGNED	[INSERT]
DATE	Click here to enter a date.

DIRECTOR OF FINANCE – S151 OFFICER	
NAME	[INSERT]
JOB TITLE	[INSERT]
SIGNED	[INSERT]
DATE	Click here to enter a date.

Please email completed forms to procurement@barnsley.gov.uk

Further guidance and support should be obtained from Strategic Purchasing, Procurement & Contract Management (procurement@barnsley.gov.uk)

This page is intentionally left blank

Procurement Thresholds – Aide Memoire

Single quotation =< £50,000

Minimum of 3 written quotations
£50,001- £100,000 (Goods, Services)

Minimum of 3 written quotations
50,001 – 250,000 (Works)

Tender (Good, Services) > £100,001 and <
£189,330

Tender (Works) > £250,001 and < £4,733,252

Tender (Light Touch Regime – LTR) > 100,001 <
£663,540

FTS Tender > £189,330 (Goods and Services) and
> £4,733,252 (Works) and
> £663,540 (LTR)

Note: All values are aggregated values (Total contract value for maximum duration)
Ask Strategic Procurement to determine whether a service is LTR
Note: FTS thresholds subject to bi-annual review (Next review 1 January 2024)

Procurement Procedure to be Undertaken	Single Quotation	Minimum Three Quotations	Tender – Goods, Services, LTR & Works	Tender - Works and EU LTR	FTS Tenders
Procurement Event Responsibility	Directorate		Strategic Procurement & Contract Management Only		
Must seek value for money. When possible, must be local supplier	✓				
A minimum of 3 quotations must be requested.		✓			
Research relevant companies and invite them to quote		✓			
Where possible, 2 local suppliers must be invited		✓			
Must be performed through YORtender (training is available)		✓	✓	✓	✓
Obtain delegated approval for expenditure required for procurement under governance requirements		✓	✓	✓	✓
Best Value form justifying the procurement	✓		✓	✓	✓
Best Value Quote form justifying the procurement		✓			
Procurement Event Approval Document justifying the procurement			✓	✓	✓
Procurement must be performed as an open tender process and be accessible to any supplier			✓		✓
Council contract terms and conditions must be used. *Legal advice must be sought to confirm if additional T&Cs are required for complex / higher value procurement	✓	✓	✓	✓	✓
Equality Impact Assessment (to be considered / completed where appropriate)	✓	✓	✓	✓	✓
Data Protection Impact Assessment must be completed if contract involves personal data	✓	✓	✓	✓	✓
Consider Social Value criteria where appropriate			✓	✓	✓
Specification of service, goods or works required	✓	✓	✓	✓	✓
Pricing schedule for breakdown of costs		✓	✓	✓	✓
Evaluation criteria and scoring methodology needs to be established and included within the RFQ / ITT Documentation provided to suppliers		✓	✓	✓	✓
Use standard documentation (see Strategic Procurement & Contract Management Intranet site)		✓	✓	✓	✓
Tiering tool must be used to tier contract as Gold, Silver or bronze (and appropriate contract management plan put in place)	✓ (over £5k)	✓	✓	✓	✓

Contract Advert and Contract Award Notices must be placed on Contracts Finder (The link to the project must also be advertised on BMBC internet site)	*	✓	✓	✓	✓
Procurement Process must be performed using Government Standard Selection Questionnaire (SSQ) (where applicable)			✓	✓	✓
Must apply public procurement rules and timescales			✓ (Best Practice)	✓ (Best Practice)	✓
All RFQ / tender documentation must be made available when the procurement is published (even under restricted procedure)		✓	✓	✓	✓
Provide bidders feedback at end of tender exercise		✓	✓	✓	✓
Conduct due diligence checks	✓	✓	✓	✓	✓
Compulsory 10-day standstill between formal and final contract award			✓ (Best Practice)	✓ (Best Practice)	✓ (Mandatory)
Complete and place FTS contract notice and contract award notices (within 30 days of the final signature on the contract), must be completed before any other notice is publicised and contain the same information					✓
Signing of contract - 2 authorised signatories (see Contract Procedure Rules)		✓	✓	✓	✓
Publish contract on contracts register (via YORtender)	✓ (over £5k)	✓	✓	✓	✓
Conduct inception meeting with supplier (appropriate for services and works contracts)		✓	✓	✓	✓

- For all quotations above £25,000 in value, the **contract award** must be placed on contracts finder via YORtender and where the procurer choses to go out to open procurement then they must **advertise and place an award notice** on the contracts finder.

Contract Value Estimate Guidance

This document outlines the process for estimating contract values and determining the appropriate procurement process.

Background

Public Contracts Regulations (PCR) 2015 specify the rules public bodies must follow when determining the value of a contract. These are replicated in the Council's Contract Procedure Rules (CPR).

Following the end of the transition period the UK introduced a new e-notification service where notices for new procurements are required to be published in place of the Official Journal of the European Union's (OJEU) tenders. The new e-notification service is called Find a Tender (FTS).

The estimated value of a procurement shall be based on the total amount payable, **exclusive** of VAT, for the purposes of the CPR and delegated approvals, but **inclusive** of VAT in relation to the FTS thresholds and publication requirements in relation to transparency notices on Contracts Finder and FTS.

This total amount should be calculated by taking into account all elements of expenditure, total lifecycle costs and the length of the contract (including extensions) at the time the procurement procedure commences, i.e., when publishing on the Council's e-tendering system.

This applies to all procurements including establishing Framework Agreements and Dynamic Purchasing Systems (DPS).

To support with the estimating of a contract value pre-market engagement with potential Providers prior to finalising the tender documents should be considered to understand the marketplace in addition to analysing historic spend on the goods, services or works.

Estimated Value

It is important that every project has an estimated value attached to it before the procurement commences.

The estimated value needs to be the best assessment of the value of the contract at the time with the information available and should consider all elements of what will be required to deliver the services or works for the duration of the contract. This would include things like;

- Facilities costs
- Staff costs

- Equipment costs
- IT costs
- Profit for the provider.

FOR EXAMPLE

A service contract for consultancy support should consider the number of staff required to deliver the services in scope for the duration of the contract, the overheads for the organisation delivering the services, such as office space and IT equipment and software and an element of profit as well.

The estimated value of the contract must be the maximum potential value of the contract including all available extensions.

The estimated value should consider spend on the same types of goods and services by different services in the Council.

This value should include all elements of the expected costs for the duration. If the contract is recurring or for a term period with extension options Stakeholders may also need to consider the requirement for cost increases over the duration as well.

FOR EXAMPLE

A contract has a three year initial term, with option to extend by 2 x 12 months subject to certain conditions being met should have an estimated value based on the full five year contract term, even though the potential extensions may not be utilised.

Pre Market Engagement and Past Contracts

Previous agreements which are the same or of a similar nature should be used as a reference point to assess the estimated value of a new contract. When using this information the Procuring Officer should consider any market changes since this contract was established. This should include consideration of;

- Levels of inflation
- Changes in markets – increased materials costs or changes in national wages
- Changes in demand for services or works of this nature.

It is recommended that wherever possible pre-market engagement is undertaken with providers to understand current rates and charges, potential overheads to be considered and also expected profit margins to inform the estimated contract value.

Budget Setting

The Budget Manager and Procuring Officer must ensure that market intelligence is used where possible to inform the budget setting process and includes consideration for all costs associated with the requirement.

FOR EXAMPLE

When a budget is developed for a new asset, such as vehicle then the budget must consider requirements for ongoing maintenance and repair.

Approval Process

The Stakeholder must ensure there is budget available for the contract based on the estimated value for the duration of the contract before appointing a provider. The approval of the budget must be aligned to the approval threshold outlined in the Constitution;

Up to £250,000 – Delegated Officer Approval

£250,000 - £500,000 – Cabinet Spokesperson Approval

£500,000 and above – Cabinet Approval.

Competitive Process

The total potential value of the contract will determine the procurement process to be undertaken in accordance with the Councils CPR's and legislation.

The estimated value should be used to advertise the contract so tenderers can assess whether they would be interested in bidding for the contract based on the potential value.

As stated, the value should be used to determine what procurement process should be undertaken;

Under £50,000 a single quotation and value for money checks

£50,001- £100,000 a minimum of three quotations, with two local
(Goods and Services) organisations invited to bid (where possible).

£50,001- £250,000 a minimum of three quotations, with two local
(Works) organisations invited to bid (where possible).

For goods and services (Not subject to the light touch regime)

£100,000 up to an open tender process which shall not involve a
£189,330 shortlisting stage

Above £189,330 FTS tender must be performed (Aligned to allowed
processes)

For works contracts

£250,001 up to an open tender process which shall not involve a
£4,733,252 shortlisting stage

Above £4,733,252 FTS tender must be performed (Aligned to allowed processes)

For light touch regime

£100,001 - £663,540 an open tender process which shall not involve a shortlisting stage

Above £663,540 FTS tender must be performed (Aligned to allowed processes)

All procurement competitions above £100,000 for goods and services and £250,000 for works must be led by the Strategic Procurement Team.

Estimated values must be a true reflection of the value of a contract as best as possible and must not be determined by avoiding trying to avoid a procurement or a particular procurement process.

It should be noted that the FTS threshold changes every 2 years.

FOR EXAMPLE

A contract that is worth £115,000 should not be valued at £95,000 to avoid a tender process led by the Strategic Procurement Team.

A contract for works at £4,900,000 should not be valued at £4,500,000 to avoid a FTS tender.

In addition contract periods should be set that are most appropriate for service provision for the Council and its citizens and not reduced to bring the procurement into a lower threshold.

If there is the potential for price inflation due to market volatility during the procurement process which would increase the value of the contract significantly, it may be more appropriate to undertake a tender process rather than a request for quote.

Budget Approval

Where a competition results in the proposed contract award that exceeds the budget, then the award of the contract should not proceed until the revised budget has been agreed and the appropriate decision record has been completed for the correct amount.

This must be done in consultation with Finance.

Consideration also needs to be given as to whether any estimated value misrepresented the contract to the market and discouraged potential bidders in which case retendering should be considered.

Further guidance and support should be obtained from Strategic Purchasing, Procurement & Contract Management (procurement@barnsley.gov.uk)

This page is intentionally left blank

BARNESLEY METROPOLITAN BOROUGH COUNCIL

REPORT OF: EXECUTIVE DIRECTOR GROWTH & SUSTAINABILITY,
DIRECTOR OF FINANCE (S151 OFFICER)

TITLE: HOUSING REVENUE ACCOUNT – DRAFT 2024/25 BUDGET &
CAPITAL INVESTMENT PROPOSALS 2024-29

REPORT TO:	Cabinet
Date of Meeting	24 January 2024
Cabinet Member Portfolio	Core Services Regeneration and Culture
Key Decision	Yes
Public or Private	Public

Purpose of report

To present to Cabinet the Housing Revenue Account (HRA) budget and proposed rent levels for 2024/25. The report also outlines the 2024-29 Housing Capital Investment Programme and details key elements of the HRA business plan. The report also seeks approval from Cabinet to agree the recommendations set out in the report.

Executive Summary

The report sets out the revenue and capital budgets for the HRA for 2024/25 alongside indicative forecasts for future years. The proposed recommendations support the continued investment in council homes, ensuring that the Council meets all the requirements of the Social Housing Regulator and keeps tenants safe in their homes.

Specifically, key proposals for consideration / to note are:

- Increase rents, non-dwelling rents & service charges by 7.7%, to maintain decency and to avoid cuts to services in 2024/25 and future years;
- Berneslai Homes efficiency savings proposal of £1M;
- Develop and Invest in a c£43m, 5 Year Social Housing New Build & Acquisition Programme;
- Maintain repairs and decency standards by shifting the emphasis in 2024/25 to more responsive repairs and less capital works whilst Berneslai Homes assess the current investment approach, analyse the stock condition data and develop the best strategy for investment from 2025/26;
- New Investment in Berneslai Homes Damp, Mould & Disrepair Team £0.250M.

The report provides Members with background on the pressures within HRA's, which are impacting all stock holding authorities at both a national and local level. The HRA faces a series of difficult challenges over the coming years for a variety of reasons as noted in this report.

Council Plan Priority

The Council's HRA budget contributes towards the delivery of the Council's Housing Strategy, Homeless Prevention and Rough Sleeping Strategy, Private Sector Housing Plan, and wider housing indicators.

1. **Healthy Barnsley** – Housing is a wider determinant of health and can exacerbate health inequalities. Investment via the HRA to ensure that our homes remain warm, dry, and safe homes can improve general physical health outcomes. Affordable, well designed, spacious, and secure homes can positively influence mental health and wellbeing.
2. **Growing Barnsley** – Via investment in new stock, the Council will increase the provision of safe, warm, and affordable new homes within the borough; contributing to housing growth and aiming to mitigate against stock lost via Right to Buy.
3. **Sustainable Barnsley** – Investment in new sustainable homes or retrofit works to existing stock will contribute to increased energy efficiency and reduced carbon emissions. This seeks to meet the Council’s aspirations to deliver its Zero 40/45 agenda in ensuring that council assets are energy efficient and maximise opportunities to both utilise and generate low carbon energies.
4. **Learning Barnsley** – investment in housing will deliver social value, jobs and learning opportunity outcomes.

Recommendations

That Cabinet is recommended to forward to Full Council to approve: -

1. **The HRA draft budget business plan for 2024/25 & note the MTFs (Medium Term Financial Strategy), with any final amendments being delegated to the Cabinet Spokesperson for Growth & Sustainability and the Executive Director for Growth & Sustainability in consultation with the Cabinet Spokesman for Core Services, the Director of Finance (S151); and Service Director Regeneration and Culture (Client lead for Berneslai Homes).**
2. **A rent, non-dwelling rent, service charge and District Heating kWh increase of 7.7% in line with the Government’s Rent Cap to maintain decency and to avoid cuts to services in 2024/25 and future years;**
3. **The 2024/25 Berneslai Homes Management Fee totalling £16.674M, plus Gypsy and Traveller Management fee of £0.069M charged to the General Fund. Total £16.743M;**
4. **The Core Housing Capital Investment Programme for 2024/25 totalling £17.939M Appendix 1;**
5. **In principle, the proposed 5-year New Build and Acquisitions Programme £42.861M (up to c200 properties), subject to individual reports as appropriate, in line with the Council’s governance arrangements (Appendix 2);**
6. **A one year only £4.9M priority adjustment from Capital BHS to responsive Revenue Repairs to fund current demand whilst maintaining decency standards.**

1. INTRODUCTION

- 1.1 This report provides the 2024/25 update of the Housing Revenue Account (HRA) 30-year Business Plan and the proposed 2024/25 revenue & capital budget for the HRA together with updating the HRA Medium Term Financial Strategy (MTFS).
- 1.2 The business plan and budget are focused on delivering the Council’s strategic

priorities and working with Berneslai Homes, ensures that all regulatory requirements are satisfied.

Current HRA Financial Environment / Pressures & Strategic Outlook

- 1.3 The Council's HRA has been and continues to be under increasing pressure over recent and future years due to a range of factors including but not limited to:
- Exceptionally high levels of inflation (CPI September 2023 6.7%);
 - Uncertain fiscal economic conditions & cost of living crisis;
 - Material & Construction inflation running at higher levels than CPI due to lack of availability in the UK market;
 - The historic 4-year rent reduction (2016-2020), and the Council choosing not to increase rent by the full government cap in subsequent years resulting in ongoing lost base income to the HRA;
 - An increasing order book in relation to repairs and maintenance works & increasing disrepair claims;
 - The need for efficiencies in the HRA to meet challenges;
 - An increased regulatory compliance framework due to central Government policy changes;
 - Social Housing Regulation Act July 2023;
 - Renters reform bill;
 - Awaabs law – Damp & Mould Legislation;
 - Increasing demands on local authorities to ensure that stock meets all fire and building safety legislation, implemented following Grenfell & the Hackett report outcome;
 - Decent Homes 2 requirement on the horizon but details yet unknown (noting Wales have introduced flooring in their new standard estimated at cost of £2M pa);
 - Ensuring that our homes are as energy efficient as possible, with longer term Carbon Net Zero aspirations on the horizon, costs of which are yet to be fully understood but are likely to be significant, (NB: the recent UK Government U-turn on EPC targets for 2025);
 - Managed decline nationally of the HRA;
 - Homelessness & temporary accommodation pressures;
 - Stock in deteriorating condition (some homes nearly 100 years old);
 - Introduction of Universal Credit resulting in pressures on rent collection;
 - Investment in IT Asset system and Rental Income software.
- 1.4 The Regulator of Social Housing, alongside the Housing Ombudsman, will inspect councils against the consumer standards, rent standards, decent homes and building safety frameworks (it is worth noting that the fees for both have increased significantly by £0.140M to £0.250M to reflect increased assessment requirements). The Council, as landlord, is ultimately responsible for all compliance, regulatory and tenant satisfaction and will seek assurance from Berneslai Homes as managing agent, that those frameworks are robustly adhered to. The Council (and its Councillors) needs to be prepared for inspection, potentially in Spring 2024. Work is ongoing to ensure, the Council has the best possible level of preparedness for an inspection.
- 1.5 Whilst new standards and requirements are greatly welcomed by the social housing sector, they have placed additional financial burdens on the HRA, which were not

considered when the self-financing model regime was introduced in 2012.

- 1.6 It should also be noted that these pressures are taking place within the context of a HRA with depleting stock levels; given Right to Buy losses of up to c150 properties per annum and insufficient funding, land, and resources to replace them. This is resulting in considerable demand on existing stock with around 1,000 homes re-let per annum and 5,500 on the waiting list.
- 1.7 Government policy is still fundamentally directed towards social housing being a solution for people for when they need it and only for as long as they need it, with the emphasis being on encouraging home ownership. At the same time the Government is looking to reduce the national housing benefit budget which will indirectly impact on housing authorities, not least through the ongoing impact of Universal credit.
- 1.8 Housing is a long-term business – it would not be prudent to look at the budgets over the short term – and present trends need to be considered when forecasting for the future. The plan is to manage resources and to put the HRA into the best possible position to respond to the direction of travel whilst at the same time undertaking a thorough review of the housing service both to modernise the existing offer and to respond to the changes and challenges that continue to emerge.
- 1.9 This aligns to the Capital Strategy, which requires Local Authorities to demonstrate that capital expenditure and investment decisions are taken in line with service objectives and take account of stewardship, value for money, prudence, sustainability, and affordability.

2. PROPOSAL

2.1 Initial Budget Gap

Updated Financial Position Inclusive of Pressures

- 2.1.1 Table 1 below shows the impact of the expected pressures as result of forecasted CPI levels and inflationary rent rises originally included in the 2023/24 Business Plan.

TABLE 1 – Financial Position Including Pressures [Pre-Mitigations]

	2024/25 Draft £M	2025/26 Draft £M
<u>INCOME</u>		
Dwellings Rent	(79.483)	(81.287)
Non Dwellings Rents	(0.435)	(0.449)
Heating Charges	(0.375)	(0.375)
Other Charges for Services and Facilities	(0.465)	(0.465)
Contributions Towards Expenditure	(0.811)	(0.526)
	(81.569)	(83.102)
<u>EXPENDITURE</u>		
Repairs and Maintenance (Including Fees)	25.649	26.231
Berneslai Homes' Management Fee	16.225	16.712

Other Supervision, Management & Special Services	5.823	5.996
Rents, Rates, Taxes and Other Charges	0.320	0.329
Provision for Doubtful Debts	2.263	2.314
	50.280	51.582
Net Cost of Services	(31.289)	(31.520)
Capital Financing	33.632	34.223
Anticipated Gap	2.343	2.703

2.2 HRA Medium Term Financial Strategy (MTFS) Summary

2.2.1 On 12th January 2022, the Council set a balanced HRA budget for 2023/24 and a framework for delivering a balanced budget in 2024/25. Table 2 describes the movement in the financial position from the previously reported baseline MTFS as described above, including the impact of the review of key assumptions, together with updates in respect of previously agreed decisions and other fixed and ongoing costs. **Recommendation 1** refers.

TABLE 2: HRA MTFS Position 2024-26

HRA MTFS	2024/25 £M	2025/26 £M	Comments
Initial 2024/25 (Surplus) / Gap as of Feb 23	2.343	2.703	
Rental Income	(2.707)	(2.766)	Assumed rent originally at 4%, now based on assumption of 7.7% in 24/25 and 3% in 25/26. Adjusted for actual stock levels.
District Heating, Service Charges & Other Income	(0.087)	(0.079)	Increased at 7.7% in line with rents.
Repairs & Maintenance	(0.670)	(0.232)	Assumed CPI on repairs originally at 9.9% in 24/25 and 3% in 25/26, now based on an assumed CPI of 6.7% for 24/25 and 5% in 25/26. Adjusted for stock levels.
Repairs & Maintenance - Responsive Repairs	4.940	-	Responsive Repairs – Priority Investment – De-prioritise additional capital.
Repairs & Maintenance – BH Efficiencies	(1.000)	(1.000)	New IT System will enable approx. an additional 1 job per operative on responsive repairs per day increasing productivity

BH Management Fee - Inflation	0.274	0.621	Assumed 5% & 3% now based on 6.7% & 3%
BH Management Fee - Pensions	(0.076)	(0.076)	Reduced actuarial assessment charges
BH Management Fee - Damp, Mould & Disrepair Team	0.250	0.250	Investment in new DMC dedicated team
Revenue Investment	0.350	0.350	Essential Repairs
Housing Ombudsman & Regulator of Social housing fees	0.140	0.140	General increase in fees
Tenant Disrepair Compensation	0.500	0.500	Assumed compensation based on estimated value of claims outstanding.
Other Supervision, Management & Special Services	0.608	0.744	Assumed 5% & 3% now based on 6.7% & 5%
Capital Financing Adj.	(4.865)	(1.155)	Treasury Management and Capital Financing resources reviewed as part of capital programme de prioritisation.
Revised (Surplus) / Gap	(0.000)	(0.000)	

2.2.2 The HRA's balanced position in 2024/25 has been achieved based on a rent increase of 7.7%, and efficiencies identified by Berneslai Homes of £1M. Whilst this increase is significant, given the cost pressures highlighted in paragraph 1.3, a lower increase will require further efficiencies or cuts in service provision over and above those highlighted below.

2.3 Efficiencies / Mitigations

2.3.1 As part of the Council's annual review of the 30-year HRA business plan and to help bridge the funding gap and invest in future new build/acquisitions, it is proposed to introduce an efficiency programme across the MTFs period. This programme is designed to drive efficiency within the HRA and Berneslai Homes, encompassing the full complement of HRA budgets, both capital and revenue in nature, including reviewing how available resources are deployed targeted at priorities. These efficiencies will allow resources to be used on key investments (including new build) in the Council's housing stock across the period and beyond.

2.3.2 Berneslai Homes has an ongoing business transformation programme which commenced in 2020, all frontline services have been externally reviewed and a major restructure was undertaken during 2022/23. A total of £1M efficiency savings have already been achieved with reinvestment and reprioritisation to meet additional Regulatory requirements and supporting frontline service delivery. Priorities have included keeping homes safe and warm, supporting tenants and addressing tenants concerns around anti social behaviour. Work has commenced on the priorities for the next 3 years and the efficiency opportunities arising from the modernisation of IT systems. New IT systems for management of rent accounts will

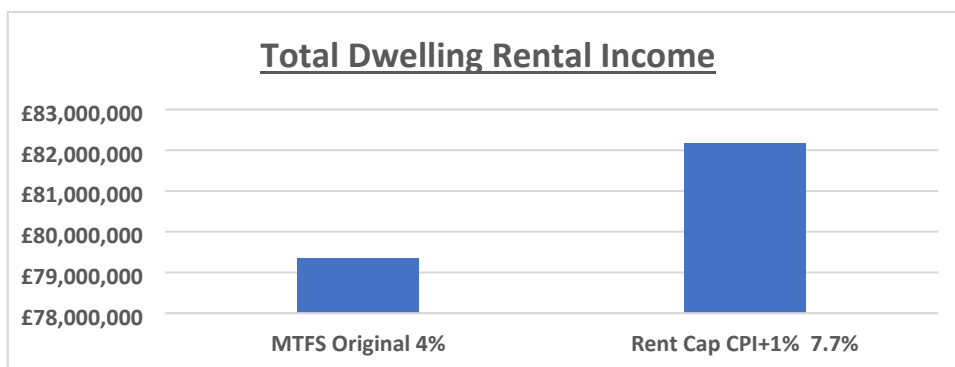
be introduced in 2024/25 increasing rent collection rates and maximising HRA income. The current management fee to Berneslai Homes is supplemented to meet all requirements, by circa £1M from Berneslai Homes reserves and Construction Services surplus.

- 2.3.3 The 2023/24 budget recommendations also noted that Berneslai Homes were committed to generating savings to the HRA of c£2.5M from the introduction of a new IT system for repairs which will allow a scheduling system that will create significant efficiencies in the process. Of this, £1M is expected to be realised in 2024/25 with Berneslai Homes anticipating efficiencies to come from responsive repairs with Repairs First scheduled to go live on 31st January 2024. It is anticipated that there will be an increase of approx. 1 job per operative on responsive repairs per day, increasing productivity and reducing the cost per repair. Further efficiencies will be achieved in 2025/26 once the system is fully embedded increasing productivity.

2.4 Rent and Service Charges

Rental Income

- 2.4.1 The Government's current rent policy is to allow local authorities to raise rents annually by a maximum of CPI + 1% (7.7%), this report proposes an increase of 7.7%. **Recommendation 2 refers.**
- 2.4.2 The existing National Rent Policy of CPI+1% expires at the end of 2024/25. To date the Government has not commenced consultation on whether this policy might continue or be amended. Future years assume rents increase at CPI only. This is generally consistent with practice across the sector.
- 2.4.3 Members should note that for the Council to be able to set a balanced HRA budget for 2024/25 and operationally allow a continuation of the existing level of works in relation to decency and compliance a 7.7% rent increase is required. **(Refer to 1.3)**
- 2.4.4 A rent increase below 7.7% will have a serious impact on the HRA's ability to deliver services at current levels. The annual rent increase is a permanent adjustment to the base budget in perpetuity and can not be recovered in subsequent years. For every 0.5% below the rent the cap £0.400M is taken from the base budget. For example, a rent increase of 7.2% reduces income by £0.400M and at 6.7% by £0.800M. A rent increase of 7.2% would impact the ability to maintain decency, and deal with responsive repairs, and a rent increase of 6.7% would, in addition, begin to impact the ability to meet statutory & regulatory compliance. In addition, not considering a rent increase of up to the maximum allowable may weaken the Council's future lobbying position with respect to any potential future funding from Government.
- 2.4.5 The graph (**Graph 1**) below shows the impact of raising rents by 4% & 7.7% for 2024/25.

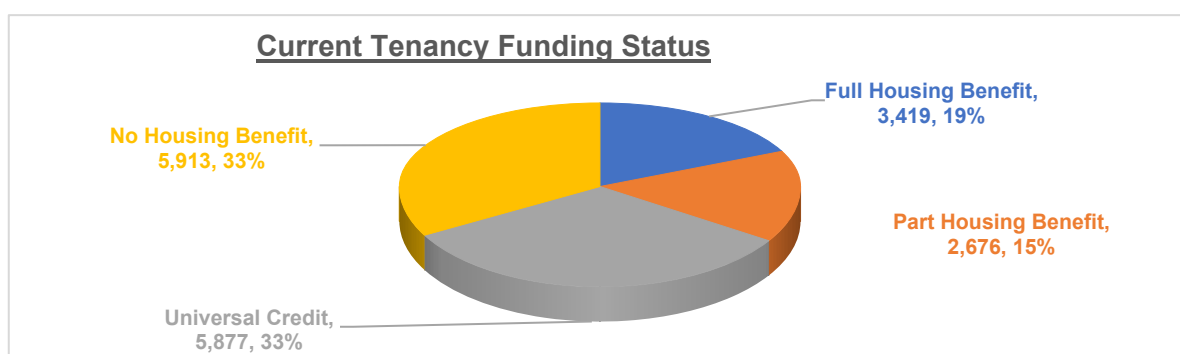


2.4.6 The additional income generated (£2.7M) by a rent increase of 7.7% is significantly contributing to the budget shortfall identified in Table 1 over the original assumed increase of 4%.

2.4.7 From a tenant’s perspective, an increase of 7.7% represents an average increase of £6.47 a week (52 weeks). Per **Table 3** below each 0.5% equates to an average weekly cost to tenants of around 40p.

HRA - Rent Sensitivity - 52 Weeks	2024/25	
	£	Change £
2023/24 Average Weekly Rent	83.94	0.00
Rent Increase @ 5%	88.14	4.20
Rent Increase @ 6%	88.98	5.04
Rent Increase @ 6.7%	89.57	5.63
Rent Increase @ 7.2%	89.99	6.05
Rent Increase @ 7.7%	90.41	6.47

2.4.9 The pie chart table below highlights how tenants pay their rents. **Graph 2**



2.4.10 The September inflation rate of 6.7% also has a positive impact on benefits, with many benefits increasing by this amount (note - housing costs will be met up to the national rent formula of CPI plus 1% (7.7%)).

2.4.11 It is worth noting that whilst the current cost-of-living crisis and other pressures including a rent increase of 7.7% will impact tenants, additional support is available who are directly affected (financial, practical, and mental health / wellbeing). This includes but is not limited to:

- Pension benefits linked to the “triple lock” increasing up to 8.5%;
- DWP Cost of Living Payments;
- Winter Fuel Payments;

- Housing Benefit and Universal Credit – meets full rent increase cost;
- Other benefits - Sept CPI rate 6.7% increase.
- More Money In Your Pocket
- Tenant first service.

Non-Dwelling Rents, Service Charges and Heating Charges

2.4.12 The Council is also proposing to increase non dwelling rents [garages etc.], service charges and the district heating kWh that are charged to tenants in line with the proposed rent increase 7.7% for the 2024/25 year. **Recommendation 2 refers.**

2.4.13 The Council commissioned an independent review of Service Charges and the District Heating scheme that has highlighted a significant under recovery of the costs incurred by the HRA. Council officers and Berneslai Homes will conduct a deep dive review to move towards 100% cost recovery where appropriate and ensure charges are fair and transparent. This has been exacerbated in recent times by the exponential increase in energy bills for tenants of both private and social housing, increases that have not been fully reflected within the District Heating scheme at this time. This will be carried out in the new financial year in time for deliberation as part of 2025/26 budget proposals. The Council are committed to introduce a revised service charges policy for implementation in 2025/26 following the deep dive with Berneslai Homes and considering all recommendations in the independent report.

2.5 HRA Revenue Budget & Prudential Indicators

2.5.1 The proposed revenue budget is set out below (Table 4):

	2023/24 Approved £M	2024/25 Draft For Approval £M	2025/26 Draft £M	2026/27 Draft £M
<u>INCOME</u>				
Dwellings Rent	(76.970)	(82.171)	(84.053)	(85.102)
Non-Dwellings Rents	(0.396)	(0.423)	(0.444)	(0.453)
Heating Charges	(0.375)	(0.400)	(0.420)	(0.428)
Other Charges for Services and Facilities	(0.465)	(0.496)	(0.521)	(0.531)
Contributions Towards Expenditure	(0.849)	(0.873)	(0.509)	(0.518)
	(79.055)	(84.363)	(85.947)	(87.032)
<u>EXPENDITURE</u>				
Repairs and Maintenance (Including Fees)	23.668	29.266	25.349	25.682
Berneslai Homes' Management Fee	15.453	16.674	17.507	17.858
Other Supervision, Management & Services	5.547	7.071	7.380	7.510
Rents, Rates, Taxes and Other Charges	0.291	0.310	0.326	0.332
Provision for Doubtful Debts	2.191	0.579	0.444	0.391
	47.150	53.900	51.006	51.773
Net Cost of Services	(31.905)	(30.463)	(34.941)	(35.259)
Capital Financing	31.905	30.463	34.941	35.476

	2023/24 Approved £M	2024/25 Draft For Approval £M	2025/26 Draft £M	2026/27 Draft £M
Base Budget	0.000	0.000	0.000	0.217

Revenue Budget Expenditure Detail; Berneslai Homes HRA Management Fee

- 2.5.2 The proposed Berneslai Homes Management Fee in respect of the HRA is estimated at £16.674M for 2024/25 and indicatively £17.507M in 2025/26. The key movements in the management fee consist of inflation at CPI of £1.047M, a £0.250M investment in a new Damp & Mould Team and a £0.076M reduction in pension charges incurred within the company. **Recommendation 3 refers.**
- 2.5.3 In addition, Berneslai Homes also charge the Council's General Fund for the management of the Gypsy & Traveller sites in the Borough, which totals a proposed £0.069M for 2024/25. **Recommendation 3 refers.**
- 2.5.4 Therefore, the proposed Berneslai Homes Management Fee to the Council in totality for 2024/25 totals £16.743M.

Other Supervision, Management & Special Services

- 2.5.5 The HRA is charged for its share of General Fund services that it consumes in providing services to tenants. This has increased by £0.683M due to the annual review of, the charging mechanism and inflationary assumptions for pay awards.
- 2.5.6 This area of the budget has also increased by a further £0.840M and includes provision for the anticipated increases in the HRA's liability to pay Tenant Compensation payments as result of Disrepair Claims to the value of £0.500M. Housing Ombudsman & Regulator of Social Housing fees are also expected to rise by £0.140M with the remaining £0.200M as result of a budget realignment review.

Repairs & Maintenance

- 2.5.7 Berneslai Homes have reviewed the revenue repair budgets due to high demand manifesting itself via the responsive work categories. As a result, the capital investment programme has been reduced by £4.9M and is proposed to be invested into revenue repairs, per the **table 5** below.

Revenue R&M - Priorities	2023/24	2024/25
	£'M	£'M
Responsive repairs	£11.071	£11.632
Voids	£2.035	£2.328
Planned Repairs	£3.332	£7.940
Decoration - Painting	£0.900	£Nil
Compliance	£4.760	£5.053
Commercial Services	£0.807	£0.930
Contingency	£0.352	£0.593
Revenue Investment	£Nil	£0.350
Professional Fees	£0.411	£0.440

Revenue Repairs & Maintenance	£23.668	£28.916
--	----------------	----------------

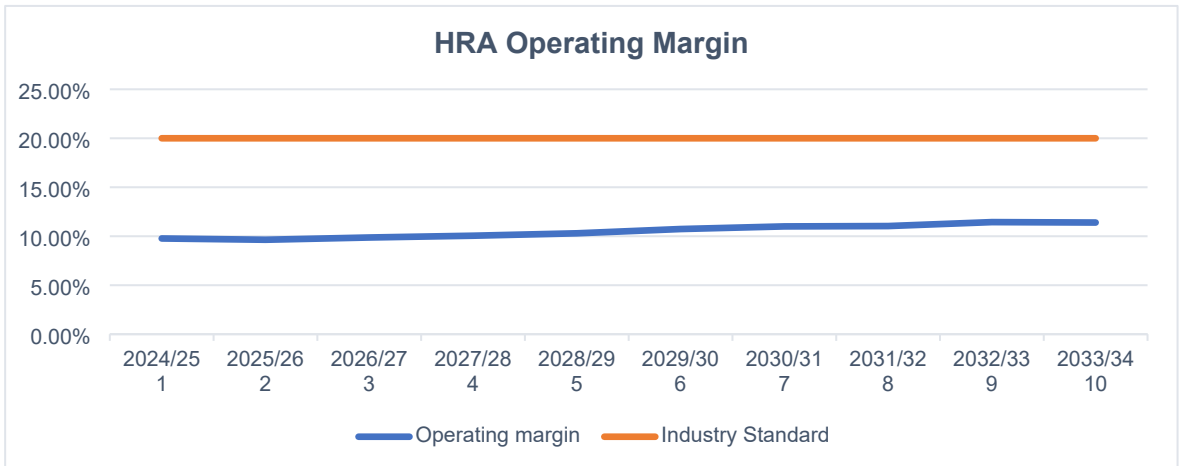
- 2.5.8 The Council has worked closely with Berneslai Homes to understand the detailed rationale for prioritisation during 2024/25 and the in-year and longer-term implications of the proposed budgets across revenue and capital.
- 2.5.9 Several disinvestments will be required to ensure that a programme of allocated works (from 2023/24) can be completed during 2024/25. This includes but is not limited to a reduction in, the Barnsley Homes Standard programme.
- 2.5.10 During 2024/25, the decency programme will focus on maintaining 100% decency but targeting those areas requiring immediate decency works (e.g., any components failing by the end of the calendar year 2025) rather than delivering a wider whole house programme. There will be a focus on completing elemental decency works around kitchens, bathrooms, and roofs, with a smaller number of properties (200) continuing to receive the whole-house approach (including fabric first retrofit). This approach ensures that the Council remains compliant in maintaining 100% decency across all stock, whilst releasing budget to complete outstanding allocated works on a prioritised basis during 2024/25 and utilising the 100% stock condition data. A revised approach to investment will be developed jointly with Berneslai Homes.
- 2.5.11 As referenced, the budget proposal is to reduce the BHS and other smaller programmes by £4.9M for one-year ONLY to enable the completion of allocated works. It is envisaged that these budgets will reset from 2025 onwards.
Recommendation 6 refers.
- 2.5.12 The council will conduct an independent review into the current repairs contract arrangement (PRIP) over the coming year, the results of which will be included in future business plans.

Capital Financing

- 2.5.13 The costs contained with the Capital Financing charge to revenue reflects the following elements:
- Debt management expenses which are a contribution towards the overall Council cost of managing the debt portfolio;
 - Interest payable on existing debt and debt premia on debt repaid early;
 - Depreciation both on dwellings and other properties. Unlike the general fund these costs are charged direct to the HRA but can be used in effect, to finance capital expenditure (Major Repairs Allowance or “MRA”); and
 - Repayment of debt which, consistent with prior years and the General Fund, is repaid when it falls due with replacement borrowing only undertaken when there is a need to finance capital expenditure. This has the benefit of saving interest in the short term;

Prudential Indicators

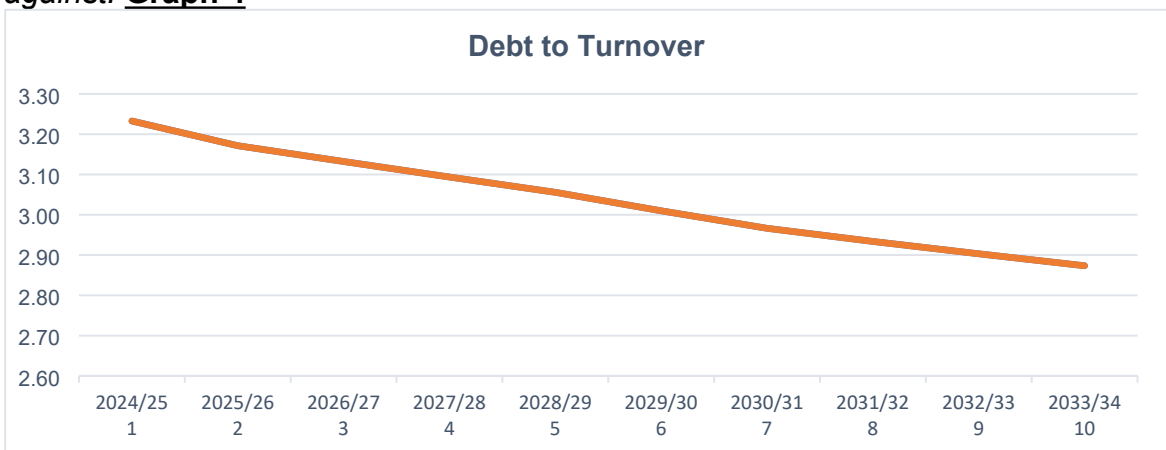
- 2.5.14 The following graphs show the HRA’s operating margin, net interest cover ratio, debt to turnover and debt per property over the next 10 years.



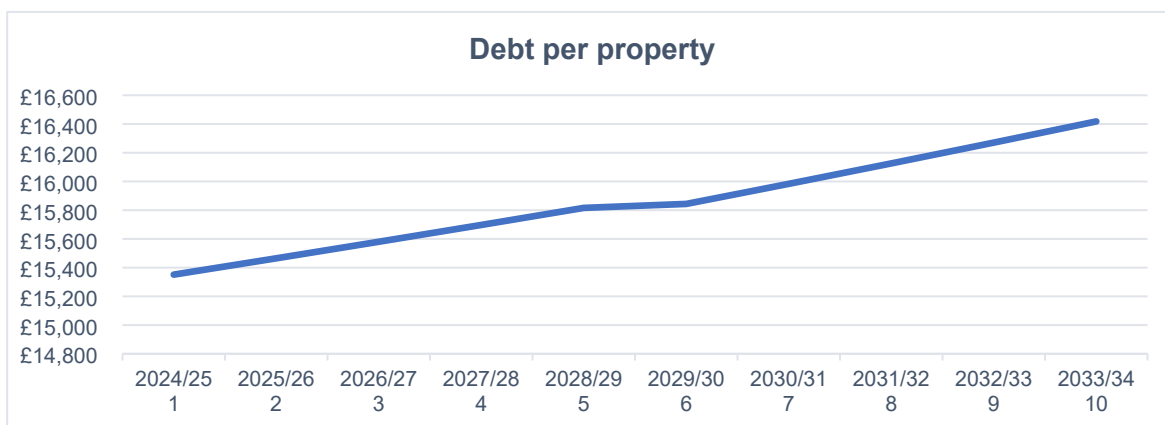
*This indicator measures the operating surpluses to turnover. This excludes capital financing charges but includes depreciation and contributions to the Major Repairs Reserve. It is a measure traditionally used in the housing association sector and there are thus robust benchmarks to measure ourselves against. **Graph 3***



*This indicator measures the interest cost relative to operating surpluses before capital financing charges. It is a measure traditionally used in the housing association sector and there are thus robust benchmarks to measure ourselves against. **Graph 4***



*This indicator measures the overall level of debt compared to total turnover. **Graph 5***



*This indicator measures the average level of debt per property. There are limited external benchmarks to compare this with and the ones that there tend to show marked geographical differences. **Graph 6***

2.6 Capital Programme

2024 - 29 Council Housing Investment Programme

2.6.1 The Council's Housing Capital Investment Programme consists of two components:

- **The Core Investment Programme** – These capital programmes relate to maintaining the housing stock at decency, including reactive replacements and elemental works together with a number of supplementary capital programmes relating to works on adaptations and major structural works etc.
- **Housing Growth / Added Value Priorities** – These capital programmes relate to supplementary, added value investment in both the Council's housing stock and housing related activities.

The Council's Core Investment Programme

2.6.2 The Council's Core Programme relates to the capital replacement of components [kitchens, bathrooms, heating systems, windows, external doors etc] within the Council's housing stock, thereby maintaining the Barnsley Homes Decency Standard and thus the regulatory requirements to meet the Decent Homes Standard from the Regulator of Social Housing. The Council also plans a series of supplementary investment works to support the Core Decency Programme in respect of supporting district heating networks, funding major adaptations to properties, providing works to void properties to bring them up to standard, and more fundamental structural works that are required to the Council's housing stock with the associated resources set aside totalling £17.939M. **Recommendation 4 refers.**

2.6.3 An indicative EPC C investment programme is identified to the value of £21.552M. Berneslai Homes are conducting pilot schemes with a view to developing further programmes in conjunction with the existing BHS Decency programme. This results in a continued commitment towards EPC C. See Appendix 1.

Housing Growth – New Build & Acquisition Programme

2.6.4 A fundamental review of the HRA resources has been undertaken by the Council's S151 Officer which has resulted in funding being allocated to finance a c200

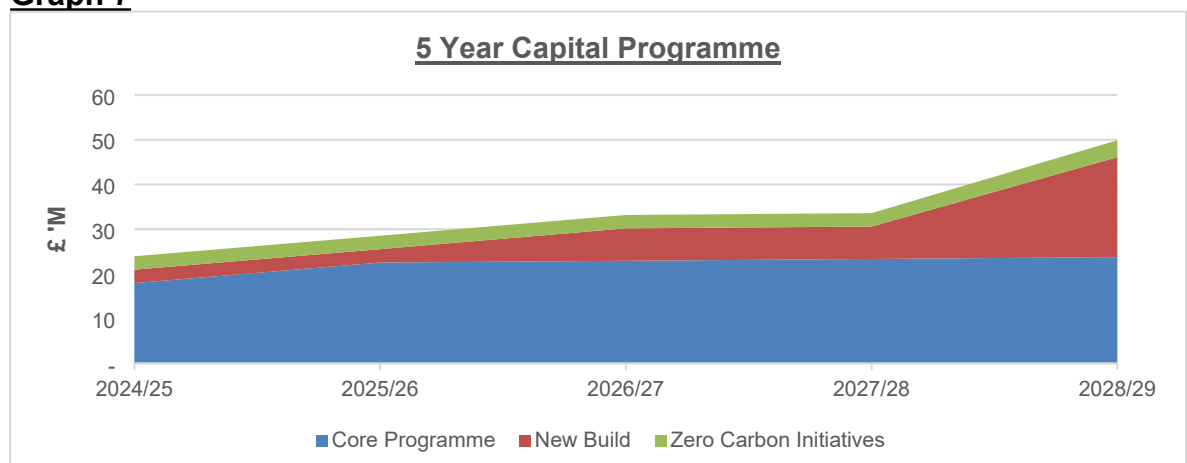
property New Build & Acquisition programme.

- 2.6.5 The funding available for the new build programme includes time restricted RTB receipts which require 60% match funding from the HRA. Over a 5-year period £17M are to be utilised or repaid to government. The programme is therefore funded £17M RTB Receipts and £26M HRA match funding.
- 2.6.6 The funding has been resourced by reallocating £14M previously earmarked to fund the EPC C programme and a further £12M from the Major Repairs Reserve.
- 2.6.7 The New Build and Acquisitions programme is planned to be delivered over a 5-year period and expects to deliver up to c200 new homes for the HRA. The total level of resources therefore identified for investment purposes, totals **£42.861M** and is detailed within **Appendix 1. Recommendation 5 refers.**

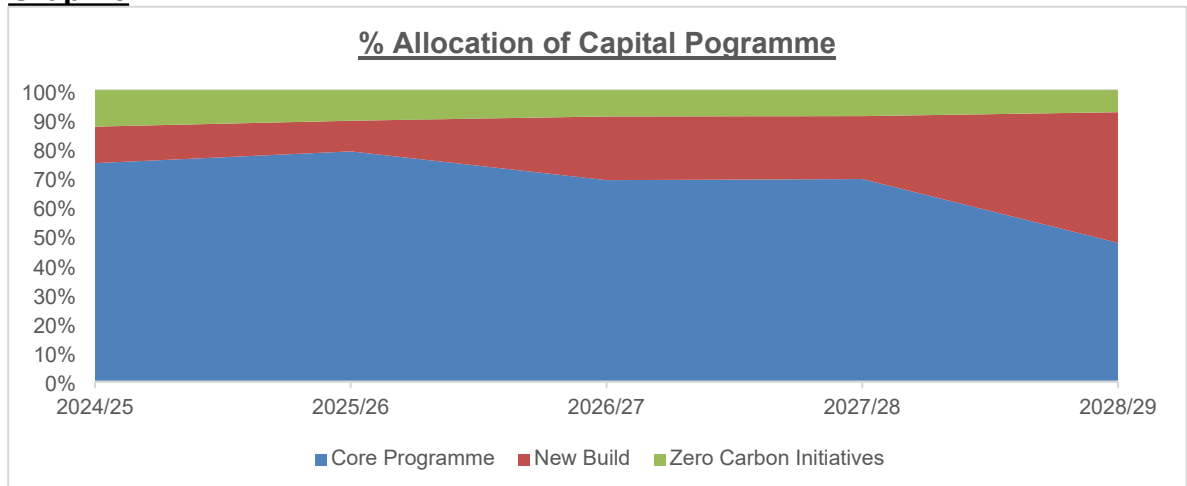
Summary

- 2.6.8 **Appendix 1** summarises the total capital investment into the housing stock, including both the Core Programme and Housing Growth / Added Value Investments, and shows the resources proposed to fund these programmes. **Appendix 2** shows the specific schemes included relating to housing growth / added value investments – totalling £60.8M.
- 2.6.9 The two graphs below show the type of investments planned in terms of value but also in terms of % proportion against existing stock and developing new stock, over a 5 year period.

Graph 7



Graph 8

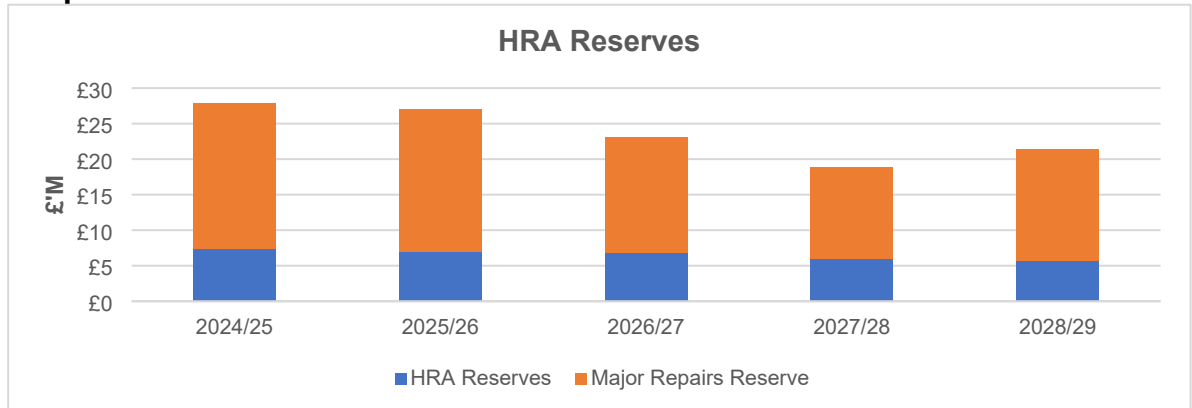


2.7 Reserves

The HRA Reserves Strategy

- 2.7.1 A review of existing HRA reserves has been undertaken by the Council's S151 Officer and a reprioritisation exercise completed, reflecting the current risk environment within the HRA.
- 2.7.2 The HRA has accumulated reserves totalling £25.133M as at the end of the 2022/23 financial year. Of this amount £15.983M is earmarked to fund Housing Growth needs and £2.150M has been reallocated to part fund the proposed Housing New Build programme. **Appendix 1.**
- 2.7.3 The remaining balance of £7.000M has been set aside by the Director of Finance (Section 151 Officer) as the HRA's minimum working balance.
- 2.7.4 The planned capital investment programme for 2024 – 2029 requires a contribution from the HRA of £156.376m as identified in **Appendix 1.**
- 2.7.5 The reserves detailed in the table 4 below are held for the following primary reasons:
- Housing is a long-term business, and it is prudent to look at the resources over the longer term to cover against the inherent risks in the business such as non-collection of rent and a sudden and increased need to spend (responding to Grenfell being a case in point);
 - To fund the future need to spend – in effect to ensure that we can continue to maintain and repair our properties over the coming years, especially needed given the cyclical nature of the spend.

Graph 9: HRA Reserves:



3. IMPLICATIONS OF THE DECISION

Financial Implications -

- 3.1 Consultations have taken place with representatives of the Director of Finance (S151 Officer).
- 3.2 The proposed budget is based on a rent increase of 7.7% for 2024/25 and an indicative 3% in 25/26. This means that the Council can continue to provide decency, adhere to regulatory requirements, and invest in a Council Housing New Build programme.
- 3.3 The total estimated cost of the core capital programme (including 2022/23) is £135.7M and is affordable over this period.
- 3.4 In addition, there are proposals contained within the report totalling £42.8M for the New Build and Acquisitions programme to be delivered over a 5-year period. The total estimated cost of the current Housing Growth Investment programme, including the £42.8M, totals £81.4M, which is to be funded by specific resources currently held within the HRA.
- 3.5 The Local Government and Housing Act 1989 requires the Council to maintain a Housing Revenue Account in accordance with proper practices. The Council must approve a budget for the HRA that does not go into deficit. There is, therefore, no legal option to not set a budget. The HRA budget must be set during the months of January or February.
- 3.6 Notice of changes to rent must be given to tenants giving at least 28 days' notice of the changes coming into force which means that the notice must be in their physical possession no later than 4th March 2024.
- 3.7 These budget proposals ensure that services to tenants and capital investment to improve housing stock and increasing the number of properties can be delivered and this report enables the Council to fulfil those statutory obligations.
- 3.8 **Risks** – key risks to the financial viability of the Social Housing Model in Barnsley are described at 1.3 of this report. The HRA is heavily reliant on Berneslai Homes managing the Responsive Repairs & Capital Replacement Programmes in line with the resources allocated in this report.

3.9 **Legal** - Whilst the Council has a services agreement with Berneslai Homes, for the management and maintenance of stock, the entity is wholly owned by the council, and accountability as the owner of the stock (and ultimate landlord to our tenants) and as Principal Accountable Person under the Building Safety Act 2022 responsibility sits with the Council. Failure to meet regulatory requirements under the regulator’s Consumer and Rent Standards or relating to building and fire safety within our stock could result in legal action/prosecutions taken against the Council.

3.10 **Equality** - A full EIA will be completed following the finalisation of the Budget and Berneslai Homes Strategic Plan and Business Action Plan 2024/25; ensuring that actions and activities align with the BH Equality, Diversity and Inclusion strategy and Customer Involvement Agreement within the Strategic Plan. Investment in stock as noted within the report, will support the provision of additional homes that meet the needs of older people, people with disabilities, larger families, single people, and couples. The Council and Berneslai Homes will continue to engage with our tenants and communities to make sure that our homes continue to address need.

3.11 **Sustainability**



Zero carbon is one of the objectives of the Berneslai Homes Strategic Plan and includes the actions that Berneslai Homes will take to assist in achieving the zero carbon targets as a company in line with their Sustainability Strategy. The management and maintenance of the Council’s 18,000 stock will need significant focus, investment, and strategic asset management if it is to increase the energy efficiency of homes to an average of SAP rating C or above by 2030. A key focus for 2024/25 is to ensure that Berneslai Homes use the robust data collected via the 100% stock condition survey to inform a full retrofit plan (which embeds retrofit works into existing programmes, where possible) and ensures that the Council and Berneslai Homes are best placed to access funding to opportunities for insulation and renewable technologies to support the HRA.

The Sustainability Wheel shows a strong positive impact on homes, communities and creating quality neighbourhoods in line with B2030 and thus scores green on all areas. The Sustainability Wheel shows a positive impact from the development/retrofit of quality of housing, energy use, renewable energy production and reduction of fuel poverty. These can be linked to the investment in existing stock as highlighted within the HRA budget proposals. Retrofit installation and building new homes does increase construction waste and pollution in the short-term; however, these should be offset by the reduction in the use of energy once completed and the reduction in emissions via renewable energy sources.

Working with tenants to encourage recycling and to look after greenspaces should

both reduce waste and improve biodiversity; particularly if our estate green spaces are used to promote opportunities for rewilding, the development of tiny forests and district eating schemes. There are also opportunities to make better use of estate car parks and garage sites to provide EV infrastructure and charging points.

Finally, social housing providers have a real opportunity to develop retrofit programmes at significant scale to encourage local supply chains and training and development opportunities for green industry.

3.12 **Employee** - There are no issues arising directly from this report.

3.13 **Communications** - Communications and Marketing will work in partnership with Berneslai Homes to communicate the outcomes of this report through their established channels. Berneslai Homes will use their established channels to engage with their tenants who will be directly affected by the proposed capital works.

4. CONSULTATION

4.1 Discussions have taken place with the Director of Finance (S151 Officer) and the Executive Director – Growth & Sustainability.

4.2 Consultations have and will continue to take place with Berneslai Homes Management team.

4.3 Consultations with local members on the Barnsley Homes Standard and on any other major capital schemes in their area will continue to take place.

4.4 Consultations on the Council Housing Capital Investment Programme have and will continue to take place with Planning and Highways, Property Services, Legal Services, and Internal Audit where appropriate.

5. ALTERNATIVE OPTIONS CONSIDERED

5.1 The budget has been developed with the aim of ensuring wherever possible that existing approved policies and support of corporate strategies can continue to be delivered. From the many alternative approaches available the package of proposals in this report is considered to best achieve this intention.

6. REASONS FOR RECOMMENDATIONS

6.1 This report enables the Council to fulfil HRA Budgetary statutory obligations for 2024/25 financial year.

7. GLOSSARY

N/A

8. LIST OF APPENDICES

Appendix 1 – Council Housing Investment Programme

Appendix 2 – Housing Growth / Added Value Capital Programme

9. BACKGROUND PAPERS

N/A

10. REPORT SIGN OFF

Financial consultation & sign off	Ashley Gray – Strategic Finance Business Partner – Growth & Sustainability – 14/11/2023 Financial Implications contained within and throughout the report.
Legal consultation & sign off	Sukdave Ghuman – Service Director Law and Governance Services 15/11/2023

Report Author: Neil Copley
Post: Director of Finance (S151 Officer)
Date: 15/11/2023

Appendix 1 - Council Housing Investment Programme 2024 - 2029

	2023/24 £M	Existing 2024/25 £M	For Approval 2024/25 £M	Indicative 2025/26 £M	For Approval 2025/26 £M	Indicative 2026/27 £M	For Approval 2026/27 £M	Indicative 2027/28 £M	Indicative 2028/29 £M	TOTAL (inc. 2022/23) £M
Expenditure:										
Core Programme:										
1 Barnsley Homes Standard / Component Replacements	19.323	-	8.636	-	16.396	-	16.684	16.978	17.276	95.293
2 Heating Works	0.330	-	0.925	-	0.962	-	0.981	1.000	1.020	5.218
3 Major Adaptations	3.089	-	3.397	-	2.471	-	2.520	2.571	2.622	16.670
4 Structural Extensive / Voids	1.852	-	4.416	-	2.075	-	2.116	2.158	2.202	14.819
5 Other	0.629	-	0.565	-	0.629	-	0.629	0.629	0.629	3.710
	25.223	-	17.939	-	22.533	-	22.930	23.336	23.749	135.710
Housing Added Value Priorities:										
New Build	7.763	-	3.000	-	3.000	-	7.250	7.250	22.361	50.624
Acquisitions / Conversions	0.726	-	-	-	-	-	-	-	-	0.726
Regulatory / Compliance	5.977	0.704	-	-	-	-	-	-	-	6.681
Zero Carbon Initiatives	4.866	0.900	3.000	-	3.000	-	3.000	3.000	3.786	21.552
Other Housing Growth	1.914	-	-	-	-	-	-	-	-	1.914
	21.246	1.604	6.000	-	6.000	-	10.250	10.250	26.147	81.497
11 Total Expenditure	46.469	1.604	23.939	-	28.533	-	33.180	33.586	49.896	217.207
Resources:										
12 Major Repairs Reserve	(27.734)	(1.048)	(16.693)	-	(26.982)	-	(30.280)	(29.889)	(23.749)	(156.376)
13 Capital Receipts	(1.073)	-	-	-	-	-	-	-	-	(1.073)
14 1-4-1 Capital Receipts	(1.765)	-	(1.200)	-	(1.200)	-	(2.900)	(2.900)	(8.944)	(18.909)
15 HRA Reserve – Housing Growth	(11.181)	(0.556)	(4.246)	-	-	-	-	-	-	(15.982)

16	Borrowing	-	-	-	-	-	-	(0.797)	(17.203)	(18.000)
17	Grants & Contributions	(3.951)	-	-	-	-	-	-	-	(3.951)
18	Capital Reserve	-	-	(1.800)	-	(0.351)	-	-	-	(2.151)
19	RCCO	(0.765)	-	-	-	-	-	-	-	(0.765)
20	Total Resources	(46.469)	(1.604)	(23.939)	-	(28.533)	-	(33.180)	(33.586)	(49.896)
CORE PROGRAMME FOR APPROVAL			17.939	As per Recommendation 7						
ADDED VALUE PROGRAMME FOR APPROVAL			42.861	As per Recommendation 8						
TOTAL PROGRAMME FOR APPROVAL			60.800							

APPENDIX 2 - Housing Growth Capital Programme	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	TOTAL
New Build & Acquisition	£M	£M	£M	£M	£M	£M	£M
Billingley View	0.462	-	-	-	-	0.462	0.462
St Michael's Avenue	2.341	-	-	-	-	2.341	2.341
Goldthorpe Market Phase 1	1.960	-	-	-	-	1.960	1.960
Goldthorpe pre-1919 Housing Strategy	3.000	-	-	-	-	3.000	3.000
Empty Homes - Acquisitions	0.726	-	-	-	-	0.726	0.726
2024 - 2029 Acquisition Programme	-	3.000	3.000	3.000	3.000	3.000	15.000
2024 - 2029 New Build Programme	-	-	-	4.250	4.250	27.861	27.861
	8.489	3.000	3.000	7.250	7.250	22.361	51.350
Regulatory / Compliance							
Sprinkler Installation Scheme	0.905	-	-	-	-	-	0.905
Fire Safety Budget - High Rise in Scope Buildings	1.345	-	-	-	-	-	1.345
Spandrel Panels	0.522	-	-	-	-	-	0.522
Asbestos Removal Aldham House & Royston	0.194	-	-	-	-	-	0.194
Princess Street - Floor Replacement	1.055	0.454	-	-	-	-	1.509
Water Ingress 3 X High Rise	1.081	0.250	-	-	-	-	1.331
_AHF	0.875	-	-	-	-	-	0.875
	5.977	0.704	-	-	-	-	6.681
Zero Carbon Initiatives							
Installation of Solar PV	1.000	-	-	-	-	-	1.000
Social Housing Decarbonisation Phase 1	2.467	-	-	-	-	-	2.467
Social Housing Decarbonisation Phase 2	0.899	0.899	-	-	-	-	1.798
EPC C – Pilot & Future Programme Investment	0.500	3.000	3.000	3.000	3.000	3.786	16.286
	4.866	3.899	3.000	3.000	3.000	3.786	21.551
Other Housing Growth							
Environmental Improvements	0.500	-	-	-	-	-	0.500
Customer Services IT System	0.549	-	-	-	-	-	0.549
Lang Avenue Flooding Resilience Works	0.365	-	-	-	-	-	0.365
Non-Traditional Archetype Fire Works	0.500	-	-	-	-	-	0.500
Capital Contingency	-	-	-	-	-	-	-
	1.914	-	-	-	-	-	1.914
TOTAL - PER APPENDIX 2	21.246	7.603	6.000	10.250	10.250	26.147	81.496
New Build and Acquisition	42.861						



This page is intentionally left blank

BARNSELEY METROPOLITAN BOROUGH COUNCIL

REPORT OF: EXECUTIVE DIRECTOR OF GROWTH & SUSTAINABILITY

TITLE: HOUSING STRATEGY 2024-2028

REPORT TO:	Cabinet
Date of Meeting	24 January 2024
Cabinet Member Portfolio	Regeneration and Culture
Key Decision	Yes
Public or Private	Public

Purpose of report

A report was submitted to Cabinet on 4th October 2023 (Cab.4.10.2023/8) seeking approval to undertake a public consultation exercise on the DRAFT Housing Strategy for 2024-28. This report updates members on the outcome of the public consultation exercise held between 16th October and 13th November 2023 and seeks approval to adopt and publish the final version of the Strategy.

Council Plan priority

Healthy – The Strategy seeks to address health inequalities linked to poor housing and environment.

Learning – Investment in housing will deliver social value and learning opportunity outcomes.

Growing – The Strategy supports economic and housing growth.

Sustainable – The Strategy supports the decarbonisation of existing housing stock via cross tenure investment in housing retrofit- increasing the energy efficiency of homes and reducing fuel poverty.

Recommendations

That Cabinet recommends that Full Council:-

1. Notes the outcome of the public consultation exercise and approves the adoption of the Housing Strategy 2024-28 which has been updated following public consultation.

1. INTRODUCTION

- 1.1 This report presents the updated and final Housing Strategy for 2024-28. The Strategy has been developed following a robust consultation exercise with the public, key stakeholder organisations and colleagues in the Childrens, Adults,

Public Health and Communities directorates; alongside our ALMO, Berneslai Homes. Its purpose is to set out the Council's strategic priorities for housing over the next four years. The Strategy recognises the key issues affecting housing in Barnsley and the impact these have on residents, sets out how the Council will work in partnership to address the issues identified, and demonstrates alignment with other key strategies and plans.

BACKGROUND

- 1.2 A report was presented to Cabinet on 4th October 2023 which set out the rationale to develop a new housing strategy for 2024-28. The previous strategy was a high-level document which was adopted in April 2014 and spanned a 20-year period (2014-2033). The report explained the progress made in delivering against the commitments of the current strategy, but also set out the rationale for change.
- 1.3 The draft strategy presented to Cabinet reflected a refocus of the over-arching strategic housing priorities for our borough and a reset of the strategic direction and alignment for several other key housing and health related strategies as referenced in the strategy itself. The new Strategy also changed the hierarchy approach of addressing housing need – ensuring that we place our focus on making the very best use of the stock that we have first and foremost and then looking at how we can address unmet and growing need via the delivery of sustainable housing growth. Alongside this, the draft strategy considered:
 - The Council's aspirations to become a net-zero organisation by 2040 and a net-zero borough by 2045 as part of its Sustainable Energy Action Plan (SEAP) and Barnsley 2030; seeking to ensure that we are doing all we can in the residential sector to build low/no carbon energy efficient homes and to reduce emissions in existing residential stock, focussing on making homes more energy efficient and reducing fuel poverty across tenure. Sustainability is a cross cutting theme of the Housing Strategy, with the ambitions of Sustainable Barnsley, in ensuring that people live in sustainable communities with reduced carbon emissions and access to affordable and sustainable energy sources, at the heart of all 4 pillars.
 - Our response to the Cost-of-Living Crisis and Pandemic to ensure that we can make the best use of our stock, promote the continued delivery of additional affordable housing provision, and improve access to housing and housing support and advice outside of crisis support.
 - A commitment to work collaboratively to ensure that there is a sufficient supply of high-quality supported housing provision in line with the Children's Sufficiency Strategy and adult social care plans.
 - Our response to Regulatory Changes in the Social Housing Sector
 - The causal link between health and housing and the promotion of a systemwide approach to targeting and supporting those residents most impacted by unsuitable and unhealthy homes, to address inequalities and improve conditions across tenure.
 - Regional alignment with the key priorities in both the South Yorkshire Mayoral Combined Authority Housing Strategy and South Yorkshire Housing Partnership Framework and in relation to our priorities and

funding requirements for both place-based investments and Devolution.

- Sustainable Growth and alignment to the spatial framework set by the Local Plan which was adopted in 2019 and refreshed during 2023.

CONSULTATION

1.4 Cabinet gave their approval for wider consultation on the draft strategy on 4th October 2023 (Cab.4.10.2023/8). Significant internal consultation has already been undertaken with key officers within the Council and via this Governance route. Working with officers in the Council's Communication Team, a 4-week online public consultation was held from Monday 16 October 2023 until Monday 13 November 2023.

- 1.5 The consultation encouraged feedback through multiple avenues, including:
- Filling out the online survey.
 - Emailing with a question or a response.
 - Speaking to the team at the drop-ins.
 - Visiting libraries across the borough to read paper copies of the strategy or fill out a paper survey.
 - Sharing feedback in meetings.

Key activities included three drop-in events that were in partnership with Berneslai Homes:

- Meadow Crescent Community Centre in Royston at 1pm – 2pm.
- Manor Court Community Centre in Royston at 2:30pm – 3:30pm.
- Barnsley Market Stall at 9am – 11am.

These events were run by Berneslai Homes and were a chance to speak to residents and tenants to hear their views and to further promote the consultation.

- 1.6 There was an opportunity for Berneslai Homes tenants to have their say on the new Housing Strategy at a Tenant meeting held on 25th October 2023. Tenants were presented with the strategy and the four key pillars with space to ask questions and feed into discussions. Key themes included:
- Retrofitting existing homes and building sustainable new homes
 - Bringing vacant properties and shops back into use
 - Concerns around affordable housing and privately rented homes
 - Future building plans

1.7 Two online sessions were held with members on 4th and 7th December 2023. These sessions presented the final draft version of the Strategy and reported on the responses to the public consultation exercise; providing a final opportunity for members to feed into the consultation process.

1.8 In total, there were 107 responses to the online consultation, this includes all the survey responses and email feedback. This does not include the attendance at multiple meetings and boards to discuss the consultation.

Feedback from the consultation was generally positive. Respondents were asked how much they supported each pillar, if they had any further comments on each pillar and then space to share any further comments they had.

For each pillar, the highest percentage of people supported the pillars aims.

Pillar one				
I strongly support these aims	I support these aims	I neither support / oppose these aims	I oppose these aims	I strongly oppose these aims
47%	39%	9%	3%	2%
Pillar two				
I strongly support these aims	I support these aims	I neither support / oppose these aims	I oppose these aims	I strongly oppose these aims
35%	45%	15%	4%	1%
Pillar three				
I strongly support these aims	I support these aims	I neither support / oppose these aims	I oppose these aims	I strongly oppose these aims
36%	47%	15%	4%	1%
Pillar four				
I strongly support these aims	I support these aims	I neither support / oppose these aims	I oppose these aims	I strongly oppose these aims
41%	32%	13%	8%	6%

For a detailed breakdown of the consultation responses, view the consultation outcome report in Appendix 2.

- 1.9 A copy of the final draft of the Housing Strategy is located at Appendix 1. The Strategy has been amended and updated to reflect feedback from the public consultation and wider stakeholder engagement. Amendments include:

- An additional section on successes so far in delivering against our core strategic housing priorities.
- A re-worked Pillars Framework which better sets out the Council's priorities to focus on addressing existing stock.
- Amendments to mirror updates to the Private Rented Sector Plan.
- Amendments to reflect the Council's commitment to increasing temporary accommodation from within Council stock, in line with the new Homelessness Strategy.
- Reference to the Council and our Partners' commitment to the Armed Forces Covenant in relation to housing and accommodation need.
- A commitment to work more closely with the Age Friendly Partnership.

1.10 Following significant consultation with the NHS, Primary Care, and the Integrated Care Partnership (ICP), key actions within the delivery plan will also include greater emphasis on ensuring that those involved in the provision of local health and support services are better involved in the early planning stages of housing development and delivery.

1.11 As part of the development of the Delivery Plan for the Strategy, officers have also committed to working with our engaged youth representatives to ensure that the voices of our young people are reflected in the strategic delivery priorities for the borough over the next four years.

2. PROPOSAL

2.1 In noting the responses to the public consultation, it is proposed that Cabinet approves the adoption of the Housing Strategy 2024-28.

3. IMPLICATIONS OF THE DECISION

3.1. Financial

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

There are no direct financial implications linked to the recommendations detailed in the report. The public consultation process will be undertaken online and managed internally.

The key Council housing new build and decarbonisation strategies included in this report from an HRA perspective, the implications are duly considered as part of the HRA budget setting process. These papers are scheduled to be presented to Members in early 2024.

The HRA Business Plan provides a financial assessment over 30 years, considering planned actions as part of the Housing Strategy, and its impact on the management and financing of the Council's housing stock.

3.2 Risks

This is an ambitious housing strategy and there are significant risks and challenges in resourcing and delivering against the strategy both locally and regionally. One of the key risks is ensuring that we can meet both general and specialist housing needs requirements and maintain the supply of affordable/social housing. Our Council housing stock is reducing year on year due to Right to Buy, and we are currently unable to build sufficient replacement homes. This is exacerbated by a slower turnover of tenancies each year and demand for social stock from several services across the council for either temporary or 'move on' general needs accommodation. The Council must make some difficult decisions in prioritising the allocation of general needs accommodation for specific service users, which has a huge impact on council revenue costs (in sourcing private/out of area accommodation) and the quality of life of individuals in ensuring that they can live healthy and independent lives within their home borough.

There are also significant resourcing issues in delivering against all aspects of the housing strategy given increased pressures to directly support the provision of accommodation arising in our adults and children's services teams and in project managing the delivery of new/renovated accommodation to address current and future need.

Finally, there are risks in ensuring that the Council meets all our regulatory requirements as landlord of our 18,000 stock and that sufficient assurances are in place with our ALMO which operationally manages the management and maintenance of council homes.

There are also some opportunities for the Council is ensuring that all opportunities are maximized to lobby for, and access, any devolved housing funding, and flexibilities via SYMCA and in ensuring that the Council is fleet of foot in developing key housing asks of Government.

3.3 Legal

There is no legal requirement for the council to have a Housing Strategy. However, there is a robust and extensive legislative framework which determines council duties in relation to the prevention and relief of homelessness, in its role as a landlord of 18,000 housing stock, in its role as the Local Planning Authority and in providing housing to meet local need. The strategy ensures that sufficient focus is given to ensuring that the council meets its requirements under the Housing Act 1996, Homelessness Reduction Act 2017, Care Act 2014, Localism Act 2011, the National Planning Policy Framework 2021, the Building Safety Act 2022, Fire Safety Act 2021 and the Social Housing (Regulation) Act 2023.

3.4 Equality

A full Equality Impact Assessment has been completed following the consultation process and in advance of the Strategy's resubmission to Cabinet. Having access to good quality and affordable homes is important for all the borough's diverse communities, and the Housing Strategy seeks to remove barriers people can face in accessing a home to meet their needs.

The pillars within the Housing Strategy will support the provision of homes that meet the needs of older people, people with disabilities, larger families, single people, and couples. The Council will continue to engage with communities and make sure the homes provided and enabled, meet their changing needs.

3.5 Sustainability



- 3.5.1 Climate change poses a significant threat to environments, individuals, communities, and economies on local, national, and international scales. In recognition of this, the Council has aimed to be net carbon neutral as an organisation by 2040, and as a borough by 2045. The Housing Strategy has a positive impact on all elements of the sustainability wheel as creating sustainable communities and reducing fuel poverty and health inequalities exacerbated by housing are embedded throughout each of the four pillars.
- 3.5.2 Pillar One of the Strategy sets out plans to improve the energy efficiency of existing stock, across tenure; reducing emissions in our borough associated with residential properties and decarbonising our homes. The focus is on addressing fuel poverty and reducing health inequalities associated with inadequate, inappropriate, or poor-quality housing. Making the best use of existing homes and buildings is also a more sustainable way to grow the housing offer rather than automatically building new.
- 3.5.3 Pillar Two seeks to promote strong and resilient communities with the right infrastructure and facilities to promote active and sustainable travel, local resilience, safety and pride in our built environment and green spaces.
- 3.5.4 Pillar Three focusses on enabling people to live, healthy independent lives in

accommodation which supports their needs now and in the future.

- 3.5.5 Pillar Four seeks to ensure that all new homes are low/no carbon (in line with emerging planning/building standards), meet the requirements of the Sustainable Construction and Climate Change Adaptation SPD, and are built in sustainable locations. The Council is leading by example in terms of quality of design and sustainability credentials, pledging to build all new Council Homes to the Barnsley Low Carbon Standard.

3.6 **Employee**

There are no direct employee implications arising from this report. As part of the Council's Transformation Programme, there will be a requirement to strengthen the Strategic Housing Function in terms of resourcing and how it connects/interacts with other services and organisations to ensure that it is able to deliver/enable all aspects of this ambitious Housing Strategy over the coming four years.

3.7 **Communications**

The communications and marketing team will collaborate closely with the Strategic Housing team to develop effective communication channels for partners and the public, ensuring clear understanding of the consultation process and how it has supported the new strategy. Progress against the delivery of the Strategy will be monitored by the Housing Board via the development of 2-year delivery plans.

The aims set out in this Strategy will only be achieved by working in partnership with a range of local and regional stakeholders. The Council works strategically with partners through the Housing Board and with Housing Association and Developer Partners to help meet the wide range of housing need across the borough. Working with Homes England and the South Yorkshire Mayoral Combined Authority to access funding opportunities is vital to make housing delivery schemes viable.

This Housing Strategy has been developed in collaboration with the Housing Board, which includes representation at a senior level from Adult Care, Children and Young Peoples Services, Planning, and Public Health. Further updates were made following a public consultation.

4. **ALTERNATIVE OPTIONS CONSIDERED**

- 4.1 **Do Nothing & Retain the Existing Strategy** – The current strategy is a high-level document which spans 2014-33 in line with the Local Plan period. Members could agree to retain the existing high-level strategy and key ambitions. This option is not recommended. The 2014-33 Strategy was developed as part of a suite of Strategies including the Jobs and Business, Transport and Employment and Skills strategies; all of which have updated to align with Barnsley 2030, regional priorities and updated Government Policy and directions. Officers have also undertaken a robust public consultation exercise the results of which show strong support towards the priorities of the

new strategy.

4.2 Option Two: Support the adoption of the revised Housing Strategy.

Preferred Option. The new Strategy presents a refocus of the over-arching strategic housing priorities for our borough and a reset of the strategic direction and alignment for several other key housing and health related strategies as referenced in the strategy itself. The new Strategy also changes the hierarchy approach of addressing housing need – ensuring that we place our focus on making the very best use of the stock that we have first and foremost and then looking at how we can address unmet and growing need via the delivery of sustainable housing growth.

5. REASONS FOR RECOMMENDATIONS

5.1 Section 1.3 identifies the several key challenges/opportunities which have arisen since the 2014-33 Strategy was published. These changes need to be reflected in this key document which shapes the over-arching Strategic Housing priorities for our borough and provide the Strategic Direction and Alignment for other key housing and health related strategies as referenced in the Strategy itself.

6. LIST OF APPENDICES

Appendix 1: Housing Strategy 2024-28

Appendix 2: Draft Housing Strategy Consultation Outcome Report

7. BACKGROUND PAPERS

Housing Strategy 2014-33 & Cabinet Decision 9/4/2014/6.3

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

8. REPORT SIGN OFF

Financial consultation & sign off	Senior Financial Services officer consulted and date: Ashley Gray – Strategic Finance Business Partner - 20/11/2023
Legal consultation & sign off	Legal Services officer consulted and date. Ian Goldsmith 21.11.23

Report Author: Sarah Clyde
Post: Head of Strategic Housing
Date:27/11/2023

This page is intentionally left blank

Barnsley Housing Strategy

2024-2028

Page 135



Barnsley – the place
of possibilities.



BARNSLEY
Metropolitan Borough Council

Statement from Portfolio Holder

“Living in good quality, affordable housing supports our health and wellbeing and is something every resident in Barnsley should have access to.”

Housing is a priority for all residents in Barnsley, everyone should be able to access safe, affordable, and good quality homes. Now more than ever, with the increasing housing costs and cost of living, we need to support residents to have a home that suits their needs and is affordable.

Recent changes in legislation such as the Social Housing White Paper and the Homelessness Reduction Act has meant the Housing Strategy needed refreshing to reflect new updates. Considering the latest national, regional, and local policies, the new strategy aims to deliver transformational change to housing in Barnsley and work towards the Barnsley 2030 vision to be ‘Barnsley – the place of possibilities.’ The strategy shares our successes and provides a clear direction of how we want to improve our housing offer in the borough.

A key focus on the strategy is maximise existing stock which is why it is included in the first Pillar. It is key we improve the housing stock we already have in the borough before building and developing new housing first and before focus on the other pillars.

The revised strategy focusses on four key pillars. These are:

1. Maximising existing stock.
2. Supporting strong and resilient communities.
3. Supporting people to live healthy independent lives.
4. Enabling sustainable housing growth to meet need.

These pillars underpin the work we intent to do, working with colleagues and partners to achieve our aims. Whilst the key pillars are relatively broad, they provide support to all housing tenures, whether you’re a homeowner, rent from a social landlord, privately rent, or have any other housing tenure. The strategy

highlights our aspirations for housing across the borough whilst allowing flexibility to adapt to any future policy updates or changes.

Following public consultation, the strategy has been updated to reflect the needs identified by colleagues at the Council but also ideas from communities across the Borough. We will continue to work with colleagues, partners, and residents to implement its aspirations. We understand that the complexity of supporting housing improvements demands a collaborative approach working alongside others to achieve the overarching goal.

Our Housing Vision and Ambition

Barnsley 2030 celebrates and champions the borough, and the strategic framework is helping us to work creatively and collectively to improve our borough for everyone.

The 2030 vision for **‘Barnsley - the place of possibilities’** seeks a Healthy, Growing, Learning, Sustainable Barnsley and providing quality, affordable, inclusive, and sustainable housing that suits resident needs and lifestyles is critical.

Living in a warm, safe home is essential for staying healthy and well. There is strong evidence that living in cold, damp, and unsafe homes can affect people’s physical and mental health and can increase the risk of ill health, injury or dying. Living in good quality, affordable housing supports our health and wellbeing and is something every resident in Barnsley should have access to. Having this foundation helps people support their family, be part of their community and contribute to our economy.

Ultimately, we aim to make the borough a thriving and unique place to live, work, visit, trade, and invest. We must however also recognise the need for growing the offer sustainably by making the best use of existing housing to support our communities in the first instance.

However, we strive for everybody in Barnsley to live in welcoming and inclusive neighbourhoods with a good standard of housing that enables them to stay safe and warm and live healthy and independent lives, and this will require the provision of new homes to meet a diverse and growing need.

It is also imperative that the borough can offer a compelling and sustainable living offer, not least to support wider growth and regeneration initiatives that are underway.

Our revised Housing Strategy (2024-2028) sets out our current strategic priorities. Our four pillars of success will focus and guide our collective efforts over the next 4 years. Our Sustainable Barnsley Theme and Ambitions cut across each of the 4 pillars.



Sustainable Barnsley

Barnsley Today

Home to 244,580 residents living in 113,625 dwellings, the Borough of Barnsley is home to around 18% of South Yorkshire residents.

Barnsley, as the borough's main town, lies mid-way between the region's two main centres (Leeds and Sheffield). The town centre (including Urban Barnsley) provides a critical economic, civic and administrative role, as well as being home to around 4 in every 10 borough residents.

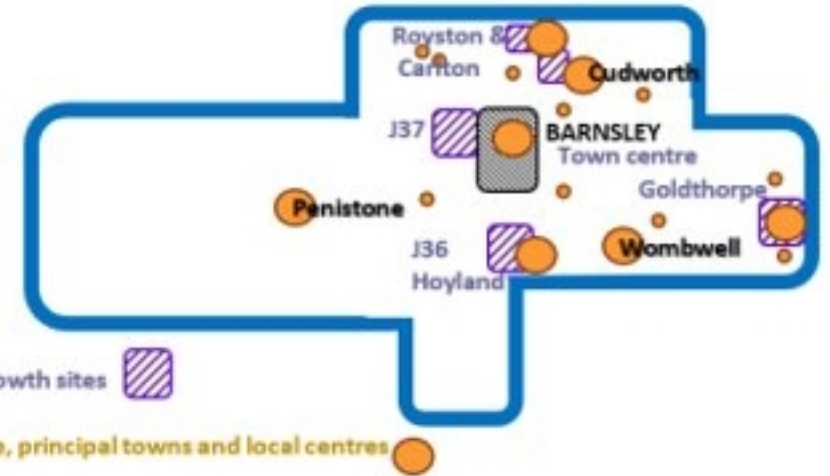
The Principal Towns of Cudworth, Goldthorpe, Hoyland, Penistone, Royston, and Wombwell surround the town of Barnsley, making the borough reasonably 'dense'.

The borough itself is the 38th most deprived nationally (out of 317 local areas) and over 20% of residents live among England's most deprived 10% of communities. The borough faces acute legacy challenges including significant unemployment and worklessness, low earnings, low skills attainment, physical and mental health challenges, and pockets of acute poverty.

Due to its age, much of the borough's housing stock requires investment to make it more efficient and many properties need repair. A recent Housing Stock Condition Survey identified over 21,200 Category 1 Hazards in 15,600 private-owned properties in the borough alone and this represents a significant risk to health.

There is also a need to diversify the borough's living offer to provide greater choice. We must ensure that sufficient affordable housing is available, as well as ensure that all residents have access to amenities, including employment opportunities, local services and community spaces and greenspace.

Barnsley is itself progressing a new economic future, with major targeted spatial growth opportunities planned or underway, both within Barnsley town centre and the borough's Principal Towns, and there is an over-riding need to ensure the borough has a quality living offer to maximise the success of the transformative regeneration initiatives that are underway.



A snapshot of success so far



The Council secured £1m Housing Infrastructure monies to accelerate a key housing regeneration scheme in Thurnscoe, helping to deliver 440 new homes.



The Council worked in partnership with Homes England to pilot their First Homes Product.



From 2021, the Council has built all Council Homes to the Barnsley Low Carbon Standard



The council has invested £360m in our Council Stock to maintain decency and ensure that our tenants live in safe, warm and affordable homes



Officers have secured £17.4m to deliver energy support and energy efficiency and retrofit works, across tenure, to over 2000 homes, reducing fuel poverty and improving the energy efficiency of homes



The Council Secured £25m Town Deals Funding to deliver Masterplan priorities in Goldthorpe and to compliment regeneration works.

Strategy and Policy Drivers

National Policy Drivers

There has been a longstanding imperative for Government intervention in the housing market, not least to address significant supply-side challenges nationally.

Various recent national-scale policies and strategies have influenced and help shape the Barnsley Housing Strategy.

Regional and Local Policy Drivers

Alongside responding to national policy, the Housing Strategy has also been informed by a range of sub-regional and local policies and strategies.

Full list of all strategies and policies can be found at **Appendix 1**.



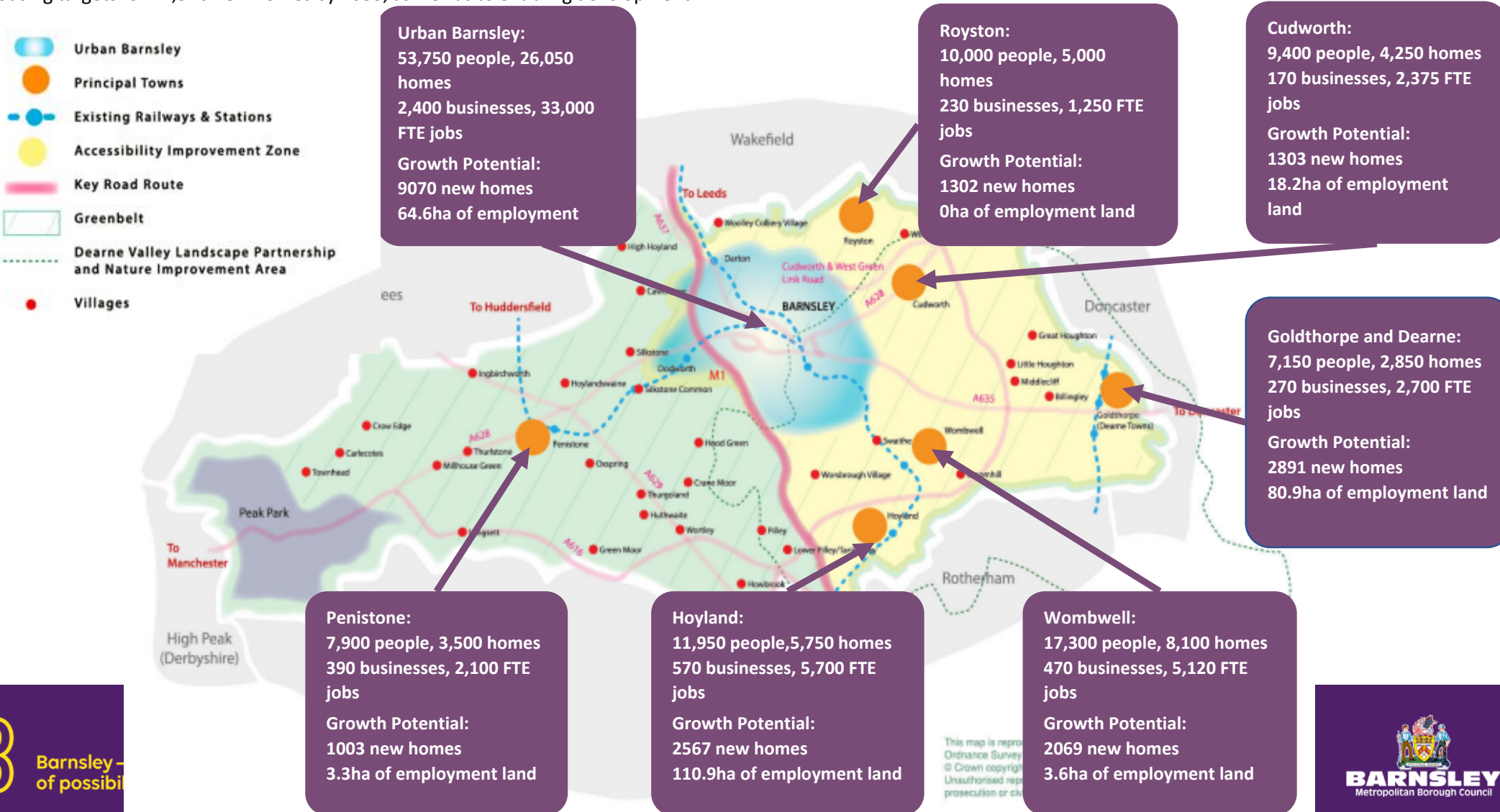
Strategic Growth Areas

Whilst it is a priority to make the best use of existing housing, the borough has ambitious plans for strategic and co-ordinated growth required to meet increased need and demand, not only in the core town of Barnsley itself, but also in and around the Principal Towns of Goldthorpe, Royston, Cudworth, Penistone, Wombwell and Hoyland.

Ensuring new development in these areas is critical to achieving the Local Plan housing targets for 21,546 new homes by 2033, as well as to enabling development

The graphic below shows the settlement hierarchy, as established through the Local Plan, its current scale and prominence and the identified capacity for new development to address demographic changes.

The new development itself is being part-enabled by various prioritised infrastructure investments across the borough, including new roads and supporting schooling and health provision.



Pillar I: Maximising Existing Borough Stock

Strategic Aims and Context

Best use of existing stock – We have 113,625 homes across the borough, the majority of which will continue to be in use for many decades to come. We must maximise the value of our existing housing assets, but some homes are sadly left empty for a significant amount of time. We are therefore prioritising bringing empty homes back into use and our priority is to reduce the number of private sector homes that have been empty for more than six months, extending the ambition set in our Empty Homes Strategy. We will also continue to work with partners to make the best use of our social housing to meet need. This will require ensuring that we have a clear and transparent lettings and relet policy and robust asset management data which enables us to make informed decisions regarding investments, disinvestments, and lifecycles.

Ensure Sustainable Social and Affordable housing to Meet Need - It is important that social housing is available to support people who struggle to address their own housing needs yet demand for council and social housing far exceeds supply. Our new Lettings Policy will ensure that we meet our legal and statutory duties, prioritising those in the greatest need whilst remaining choice based. Our new policy is clear and transparent and will better manage the expectations of our applicants.

Around 21% of stock in the borough is currently sub-market let at a social or affordable rent (this is where the rent is no more than 80% of the current market rent prices) .

Page 142
Around 4,870 properties in the borough are currently managed by 39 active Housing Associations / Registered Providers, 14 of which are on our Framework. The Council also has 18,000 homes, currently managed by our ALMO Berneslai Homes. Berneslai Homes have developed a 10-year strategic plan which aligns to Barnsley 2030. This sets the 10-year ambition for the organisation in providing housing management, tenancy support and asset management and investment in line with our Services Agreement. Key priorities within the plan are: (a) Hearing Customers; (b) Keeping tenants safe; (c) Improving opportunities for employment and training; (d) Technology and innovation; (e) Growth of homes and services; and (f) Zero carbon. The ALMO has set out a range of actions and measures of success to deliver against its ambitions.

As a landlord, the Council is ultimately responsible for meeting its regulatory requirements under the consumer standards set by the Regulator of Social Housing. Regulation within the sector has been strengthened following the Social Housing White Paper in 2020 and amendments to the Social Housing Regulation Bill 2022/23 (receiving Royal Assent in 2023). The amendments to the Bill seek to deliver transformational change within the social housing sector to empower residents, provide greater redress when something goes wrong, better regulation and improve the quality of social housing. It gives greater powers to both the regulator and housing ombudsman and re-defines the role of landlord in terms of both accountability to the regulator and health and safety. As a landlord, the Council must have a robust Framework in place to ensure that we meet all Consumer Standards, perform well and to the satisfaction of our tenants; ensuring the tenant's voice is heard and at the heart of everything we do.

Decarbonise Existing Stock – Whilst the efficiency standards of new build homes are increasing, decarbonising the oldest housing stock in the borough presents the biggest challenge particularly given the high proportions of older and non-traditional stock which performs poorly in regard to energy efficiency. Around 60% of private sector housing in Barnsley is over 50 years old, while almost 30% (some 22,500 homes) were built before 1919. Much of our Council housing stock is also older property, with some homes also being of non-traditional construction. Despite significant investment in decency works over the last 20 years, there are still 13,000 homes which will need some

level of retrofit work to ensure that they meet a minimum of EPC C by 2030. To decarbonise existing stocks, we are working with our ALMO, Berneslai Homes, to develop a robust retrofit plan informed by a full stock condition and energy performance surveys which seeks to deliver efficiency works on a phased basis (EPC C up to net zero by 2045) as part of existing decency and planned works programmes. Our Retrofit Working Group is also looking at options for supporting the retrofit supply chain and options for supporting the able to pay market.

Reduce Fuel Poverty and Improve Health and Wellbeing – The causal link between poor housing and poor health outcomes has been recognised and understood for over 150 years. Housing conditions impact on physical and mental health and contribute to avoidable health inequalities across the life course, including contributing to worklessness and poor educational attainment.

Our housing and support services will need to respond as residents live longer and our population of older and vulnerable people continues to grow, sometimes with complex health conditions. As widely recognised and discussed in the Integrated Care Strategy for South Yorkshire, one of the main factors affecting health is the quality of residents' housing and we therefore need to continue to build on the partnership between health and social care to tackle poor housing conditions and improve health outcomes. BRE Group have estimated it costs the NHS £1.4bn a year nationally to treat people affected by poor housing (2023 figures) and in Barnsley some of the worst housing conditions are in the private sector. Barnsley's Health Impact Assessment estimated the total annual potential cost to the NHS and society from not addressing over 21,200 Category 1 hazards in the borough's private stock at over £35m, and it estimated that £32m of potential savings to the NHS and society could be made by addressing the identified hazards.

Page 143

To address the impacts of poor housing, a systemwide approach to targeting and supporting those residents most impacted by unsuitable and unhealthy homes is needed to address inequalities and improve conditions across tenure. Working with our statutory, community and voluntary sector partners, we will tackle the main causes of ill health and health inequalities from housing. This will include tackling fuel poverty through energy efficiency measures, reducing overcrowding, addressing the causes of damp, mould and poor indoor air quality, and reducing trips and falls in the home. By adapting homes and making the best use of Disabled Facilities Grant funding (DFG's), to improve health and wellbeing we can improve healthy life expectancy of our residents and reduce the pressures on health and social care by helping them to age well in their own homes. We will also improve access to independent expert housing advice so that people can help themselves better.

We will continue to work with our health care partners using best practice and national guidance to assist people who are more vulnerable to impacts of poor housing conditions including those with long-term health conditions, the under 5s, over 65s, and those who are homeless. Helping people to keep themselves warm enough to stay healthy without overstressing their budget on fuel costs remains a priority through our Warm Homes Advice and Assistance Service, as is ensuring residents can be discharged into suitable accommodation for their needs. Continuing to work with our partners to take a preventative approach to improving housing conditions across the borough is crucial in protecting residents from the harmful effects of excess cold and increasingly heat, as set out in the national Adverse Weather and Health Plan.

Our Plan

Pillar I: Maximising Existing Borough Housing		
Our Aims	Make Best Use of Existing Stock	Ensure Sustainable Social and Affordable housing to Meet Need
What does success look like?	<ul style="list-style-type: none"> Reduction in empty homes to less than 1.5% of stock in the borough Reduction in the number of homes that are empty for longer than 6 months A clear and transparent Lettings Policy which makes the best use of the stock profile A sustainable housing stock profile which is high quality, affordable and maximises opportunities to meet need 	<ul style="list-style-type: none"> Maintain 100% decency on Council Stock Social housing is available to support all residents who cannot address their own housing needs A thriving and well represented engaged tenant structure (Tenant Voice Panel) which is involved in all aspects of service design and delivery (including health and safety) Robust asset data which informs investments/disinvestments to complement both current and future need
What are our priorities?	<ul style="list-style-type: none"> Proactive approach to tackling empty homes Implementation of the Council's Lettings Policy 2023 Develop a strategy which sets out what the future of council housing will look like in this borough and its contribution to addressing/meeting need 	<ul style="list-style-type: none"> Develop and deliver the Future of Council Housing Strategy as a plan to make best use of council housing stock in the future Ensure that the Council has a robust Assurance Framework in place with Berneslai Homes to meet our Consumer Standards, Health and Safety and tenant engagement responsibilities under the new Tenants Charter
How are we going to do it?	<ul style="list-style-type: none"> Deliver against priorities to address empty homes within the Private Rented Sector Plan, making best use of dedicated officer support Explore all options to retain social housing stock levels balancing investment/disinvestment decisions and securing grant funding to support a continued acquisition/direct delivery programme 	<ul style="list-style-type: none"> Review the Tenancy Strategy and implement the Council's Lettings Policy 2023 to ensure that the best use of stock is made in providing the most suitable accommodation to meet need Work in partnership with our framework of registered providers, SYMCA and the South Yorkshire Housing Partnership to increase levels of, and investment in, affordable housing provision across our borough and delivery of the key themes in the Housing Framework
What difference will this make?	<ul style="list-style-type: none"> Less long-term empty homes within the borough. Access to affordable housing for those who cannot address their own needs A sustainable housing stock which meets both existing and future need 	<ul style="list-style-type: none"> Ensures access to social housing is targeted and prioritised to those most in need The Council will be assured that homes are well managed by the ALMO and provide a value for money service for both our tenants and the Council as Landlord

Pillar I: Maximising Existing Borough Housing cont.		
Our Aims	Decarbonise Existing Stock	Reduce Fuel Poverty and Improve Health and Wellbeing
What does success look like?	<ul style="list-style-type: none"> • Achieve EPC C or above on all council housing stock by 2030 • 25% of council owned stock to have tenant heating replaced with green alternatives by 2030 • The delivery of large scale, cross tenure and long term retrofit programmes which are delivered by local contractors & supply chains • Improved stock condition and average SAP ratings across all stock in the borough • A thriving 'able to pay' offer for those households wanting to invest in the energy efficiency of their homes 	<ul style="list-style-type: none"> • Reduced number of households in fuel poverty • Improved health outcomes amongst residents • An integrated Health and Housing Pathway • Housing is a key consideration in the new Intermediate Care Pathway • Improved partnership working between housing and our community, health, and social care partners to identify, target and address poor housing conditions.
What are our priorities?	<ul style="list-style-type: none"> • Improving the Energy Efficiency of existing housing across the borough addressing worst first (those in fuel poverty) by taking a fabric first approach to energy retrofit • Develop a retrofit pathway for Council Housing stock up to 2030 • Working with partners to maximise opportunities for local delivery of retrofit works – building capacity in the supply chain, developing training pathways and employment opportunities 	<ul style="list-style-type: none"> • Reduce the impact that poor housing has on health and well-being • Deliver the Council's Warm Homes Advice and Assistance Service across tenure. • Work on a systemwide approach to targeting, identifying, and improving housing conditions across the borough
How are we going to do it?	<ul style="list-style-type: none"> • Work with Berneslai Homes to develop a costed Retrofit Investment Programme to ensure that all stock has an EPC rating of C or above by 2030 • Provide information and direct support to increase the energy efficiency of housing stock in the borough • Maximise all external funding opportunities which enable the delivery of retrofit works, across tenure 	<ul style="list-style-type: none"> • Promote the Affordable Warmth Charter, identify and engage with stakeholders across the borough. • Produce joint plans and strategies with partners to address poor health and housing conditions across the borough • Work with partners to target and support residents who are most at risk of the impact of poor and unsuitable housing conditions
What difference will this make?	<ul style="list-style-type: none"> • More energy efficient homes across the borough – reducing instances of fuel poverty, reduced emissions from residential and improving average SAP ratings • Energy efficient, low carbon council-owned stocks, with reduced levels of fuel poverty • Contribution to Sustainable Barnsley & Zero 40 / Zero 45 ambitions 	<ul style="list-style-type: none"> • Ensures homes across the borough are energy efficient and warm, thereby reducing levels of fuel poverty • Consequential effects on improved physical and mental health and well-being • Residents will be provided with clear and independent advice to support themselves to live in homes that meet their needs • Joined up approach to addressing housing and health needs across the borough

Case Study: Solar Battery Scheme

Berneslai Homes and Barnsley Council has been working in partnership with Energise Barnsley and Age UK Barnsley. The partnership successfully secured funding from the Ofgem Redress Fund to install 75 domestic smart batteries in homes with existing solar PV panels across the borough. The project specifically targeted residents over 50-years-old.

Residents will see a reduction in their bills of between £200-250 per year – a saving of up to £3,750 per home over the 15-year lifecycle of the batteries. This is great news and helps us meet our Zero Carbon ambition.

Here is some feedback:

'The whole process was explained to me by Louise and brilliantly installed by the lads. What impressed me was how polite and respectful everyone was. I have a medical condition in which I rely on and consume more electricity than average person, and I don't have the stress of worrying about being able to pay my bills'



'The battery is working well it's really great, can we have another one please? We are hardly using anything from the grid. The app is brilliant, and I look at it daily along with the smart meter. The lads who installed the battery were good lads really knowledgeable'



'The solar panel batteries store excess solar energy ensuring the energy can be used when needed. For example, electricity generated during the day can be used at night. Batteries can be installed inside or outside the property.'



Pillar II: Supporting Strong and Resilient Communities

Strategic Aims and Context

Transform Neighbourhoods and Ensure Safer Communities - We will continue to work collaboratively to improve public spaces and local facilities, such as shops and health services for the benefit of local communities. Making Barnsley a better place to live will support a sense of ownership and renewed pride among communities. We will work with local communities and agencies to help shape the future of their neighbourhoods and we will continue to prioritise the economic renewal and revitalisation of our 7 Strategic Masterplan areas, our Principal Towns programme, Goldthorpe Towns Fund Programme sites and Barnsley Town Centre. This is particularly true in Goldthorpe, where we are actively diversifying the tenure mix, undertaking selective clearance, and delivering against the Goldthorpe Masterplan and Town Deals Delivery Plan. This will not only instil pride of place, but it will also have a positive impact on property values, thereby helping to overcome known housing (and wider development) viability challenges. In parallel we will continue to progress wider strategic infrastructure plans, including sustainable transport schemes that are designed to better connect communities to key services and employment opportunities.

It is also important that people feel safe in their homes and neighbourhoods. Tackling anti-social behaviour (ASB) is a priority and we will continue to work with partners to build on the successful multi-agency approach that has been developed through the council's Safer Barnsley model. We want to ensure that victims of ASB receive a joined-up approach to their problem, regardless of where they live in the borough. We will identify the areas and individuals that are most at risk and develop more coordinated practical plans for tenants and homeowners to reduce ASB. An early priority will be to work with partners in mental health and drug and alcohol misuse services to improve sustained support to victims and offenders.

Improved Access to Housing for All - Providing suitable housing for people of all ages is essential to maintain the highest level of independence and quality of life and we continue to work with residents and partners to assess housing needs for vulnerable groups to inform future housing policies, schemes and services - This includes younger and older residents who are vulnerable, those on benefits, those with disabilities, those living with dementia, those fleeing from domestic abuse, refugee, asylum seekers and economic migrants, LGBTQ and BAME groups. We also continually work to identify and overcome any barriers that prevent some groups from accessing housing and support, reducing inequalities across the borough.

Our Local Plan and planning policies also set requirements to ensure that new housing development is built with a range of local services and community facilities within a reasonable walking distance, to ensure people with specialised housing needs have opportunities for community engagement, sport and recreation close to their homes. We will also work with our partners to provide a range of supported accommodation options for homeless young people that are unable to return home and we strive to provide a safe environment where they can gain the necessary life skills to sustain and enjoy their own home in the future.

Provide Support and Advice and Ensure Community Engagement - In the wake of the Energy and Cost of Living crises, we must continue to find ways to help residents avoid getting into financial difficulties due to increased rent/mortgage payments and/or other household costs. It is our aspiration to provide a Healthy Housing

Hub which would work in partnership with voluntary, community and faith partners to join up advice offer across Barnsley. Providing a one stop healthy housing hub would bring together all aspects of advice, information, and guidance, using a hub and spoke model and offering the benefits of a home improvement agency to all Barnsley residents. The focus would be on early intervention and prevention, promoting independence at home, reducing pressure on health and social care and preventing hospital re-admissions. This will include working in partnership with Berneslai Homes, citizens advice, other social housing providers, private landlords and the voluntary sector to provide advice and support to tenants in areas such as housing options, warm homes, advice on home improvements and adaptations, financial and digital inclusion, and support to improve employment prospects. This may also include a trusted trader list and access to financial support such as Home Appreciation Loans. We also want to make sure that Barnsley's residents have more control over the decisions that affect them, and we will build on our existing neighbourhood management models, across tenure, to improve opportunities for tenants and residents to have their say on housing matters across the borough.

Maximise Private Renting Offer - Our expectations for private landlords are high. We want to make sure housing conditions and management standards improve through our proactive work. Demand within the private rented sector has grown significantly this century and we expect this trend to continue. It is essential that we make plans to meet this need and we know there will need to be an increasing number of vulnerable households being re-housed into the private rented sector. We are therefore committed to ensuring their homes are safe and affordable and that tenants have security of tenure. We also remain committed to reducing overcrowding, irradiating homelessness and improving housing conditions and management standards in the Private Rented Sector, including via the delivery of the Private Sector Housing Plan.

Our Plan

Pillar II: Supporting Strong and Resilient Communities		
Our Aims	Transform Neighbourhoods and Ensure Safer Communities	Improve Access to Housing for All
What does success look like?	<ul style="list-style-type: none"> The improved look, feel and function of neighbourhoods across the borough, including much-improved public spaces and local facilities All borough residents feel safe in their homes and neighbourhoods, particularly through a reduction in ASB 	<ul style="list-style-type: none"> People of all ages have access to housing that ensures they can maintain the highest level of independence and quality of life Everybody in Barnsley to be living in welcoming, inclusive, digitally enabled and safe neighbourhoods with a good standard of housing that enables them to stay safe and warm
What are our priorities?	<ul style="list-style-type: none"> Ensure the delivery of Strategic Infrastructure which contributes to successful neighbourhoods & supports residents (roads, schools, active travel, play, stewardship, green space, Age and Dementia Friendly) Address issues of ASB Design out crime in the development of new housing provision and its connection to existing homes Ensure that we support vulnerable households who may fall victim to crime/ASB 	<ul style="list-style-type: none"> Address any barriers that hinder access to suitable housing Deliver transformational change across our regeneration zones to promote socially and economically integrated communities Deliver the Town Centre Urban Design and Sustainability Strategy (URBED) Continue to work with residents and partners to assess housing needs for vulnerable groups to inform future housing policies, schemes, and services
How are we going to do it?	<ul style="list-style-type: none"> Secure grant funding for strategic infrastructure and place-making regeneration Local Plan policy levers Work with design teams to design out crime in new development Continue to work with partners to build on the successful multi-agency approach that has been developed through the Safer Barnsley model 	<ul style="list-style-type: none"> Deliver the Town Deals programme in Goldthorpe and the Dearne Valley, and develop a wider Goldthorpe Housing Strategy Lobby for devolved funding and flexibilities as part of our Devolution Asks Barnsley Town Centre regeneration (including residential offers) Maximise opportunities to use key evidence/data to develop proactive, area-based interventions (people and properties) Work with partners to provide a range of supported accommodation options, including for homeless young people unable to return home
What difference will this make?	<ul style="list-style-type: none"> Improved access to amenities, services, & employment Renewed pride of place and community ownership Reduced ASB and improved perceptions of safety among residents, thereby making the borough a more welcoming and safer place to live and improving health and wellbeing We are meeting the ambitions of Sustainable Barnsley in ensuring that people live in sustainable communities 	<ul style="list-style-type: none"> Rebalance the access to housing, amenities, and opportunities across the borough Planning levers ensure people with specialised housing needs have opportunities for community engagement, sport, and recreation close to their homes

Pillar II: Supporting Strong and Resilient Communities Cont.

Our Aims	Provide Support and Advice and Ensure Community Engagement	Maximise Our Private Renting Offer
What does success look like?	<ul style="list-style-type: none"> Tenants and Residents across tenure can easily access the advice and assistance that they need via clear housing support pathways and are fully represented in service delivery and design 	<ul style="list-style-type: none"> A thriving PRS sector which provides a wide range of high-quality rented accommodation to meet need
What are our priorities?	<ul style="list-style-type: none"> Develop a cross tenure healthy housing 'one stop' shop for Housing Advice and Assistance (Affordable Warmth/Energy Advice/Housing Options/Home Improvement) Ensure that our housing service to tenants fully aligns with the Charter for Social Housing Encourage stakeholder engagement in developing and delivering housing and housing services 	<ul style="list-style-type: none"> Eliminate Category 1 hazards in private properties Deliver against the Private Sector Housing Plan
How are we going to do it?	<ul style="list-style-type: none"> Working in partnership with Berneslai Homes, citizens advice, other social housing providers, private landlords and the voluntary sector to ensure excellent advice and support to tenants and residents 	<ul style="list-style-type: none"> Improve housing conditions and management standards in the PRS via the delivery of the Private Sector Housing Plan
What difference will this make?	<ul style="list-style-type: none"> Access to housing pathways for all will be designed and delivered with input from service users with 'lived experience' Residents can assess good quality housing advice to improve their homes and remain healthy and independent for longer, reducing the pressure on health and social care 	<ul style="list-style-type: none"> Landlord will have the support they need to ensure that they are providing a safe, warm affordable home Tenants will know their rights and their responsibilities and have access to a buoyant market of quality PRS provision

Case Study: Goldthorpe Regeneration

The Council has secured more than £23.1m investment to Regenerate, Renew and Revitalise Goldthorpe, Thurnscoe and Bolton upon Dearne through the government's [Towns Fund](#).

The regeneration proposals include:

Goldthorpe Market - redevelopment of the former market site in Goldthorpe as an early intervention project, delivering nine new council homes. The scheme includes a mix of bungalows and houses to be constructed to the council's energy efficient specification with electric air source heat pumps providing heat and hot water and solar panels and batteries to take advantage of renewable energy. A new area of public greenspace within the development will link into the Goldthorpe Housing Project proposals.

Goldthorpe Housing Project – regenerate pre-1919 terrace housing through strategic acquisition, demolition, and new build affordable homes. Proposals include delivery of an east-west pedestrian connection between Market Street, Co-operative Street and Victoria Street with enhancements to the public realm and rear alleyways. The project aims to reduce the turnover of private rented properties, decrease the number of empty properties and associated issues such as fly-tipping and anti-social behaviour. Improvements to the physical environment will deliver health and wellbeing benefits for residents.

Goldthorpe Housing Retrofit Project – delivery of retrofit measures to up to 83 pre-1919 terrace properties in the heart of Goldthorpe. Benefits include a reduction in carbon emissions, tackling fuel poverty and improved physical and mental health and wellbeing of residents.



Pillar III: Supporting People to Live Healthy, Independent Lives

Strategic Aims and Context

Help Young and Older Residents Live Healthy Independent Lives - Securing independent housing away from the family home is an important step for any young person. However, the current housing market and policy changes have made it more difficult for young people to afford suitable housing. We will continue to work with our partners to offer advice on managing money and running a home. We also want to facilitate home ownership by working with our partners to enable and promote low-cost home ownership options for first time buyers. We will continue to support the most vulnerable young people leaving the care of the council via existing pathways into secure council accommodation which include tenancy ready training and support.

As our population of older people grows, demand for adaptations is also expected to increase for those living with long term health conditions and we will continue to deliver and provide a range of accommodation which meets the varied needs of older people to help them age well. We understand that many of our older residents require higher levels of support to live comfortably and with the level of independence they desire. We will review the delivery of existing support for aids and adaptation provision, alongside assistive and smart digital technologies, across tenure, and develop clear housing support pathways to ensure that our residents make the right housing choices for themselves, at the right time.

Page 152 We ultimately want to ensure that residents can live safely and comfortably in their own homes in all life stages, and our emphasis continues to be on early intervention to prevent loss of independence, to minimise escalating need and reduce long-term costs to health, social care, and support services. We will continue to work with partners to understand the greatest risks threatening residents' capacity to continue living safely and comfortably in their own homes, whilst encouraging/enabling individuals to fully explore all their housing options. We will work in partnership with the Age Friendly Partnership to incorporate the Age Friendly principles. We will also continue to identify ways to fund adaptations to allow residents in private and social housing to remain in their own homes for as long as possible; including making the best use of Disabled Facilities Grants. We recognise that carers in Barnsley make an enormous contribution to independent living, and we will explore how we can improve housing support to all carers and ensure that carers who need alternative housing to provide high levels of care are given appropriate advice and support.

The current extra care housing schemes provide a high standard of design, security, and privacy to meet the varied needs of a wide range of service users. However, we will develop a range of sustainable accommodation solutions for older and/or vulnerable people such as those living with dementia where there is a growing need. To deliver this, we will map existing accommodation and services across the borough and use this information to inform future housing delivery and the development of long-term care and support commissioning plans.

Support People with Additional Needs - We will update our accommodation strategy for people with learning disabilities and other additional and complex needs, including those with mental health needs. This will aim to (a) increase the number of people who have their own home; (b) increase the quality of housing and support for people with learning disabilities; and (c) Ensure that housing and support is affordable and in the right place. In the short-term, another priority will be ensuring that all people with learning disabilities who have previously been placed outside Barnsley can be supported in affordable housing within the borough.

Prevent Homelessness - We want to prevent individuals from ever becoming homeless, including by identifying and acting to prevent the known root causes of homelessness such as substance abuse, domestic violence, poverty, unemployment, care leavers, veterans and those leaving prison. However, we want to offer a better choice of accommodation for those who do find themselves homeless or at risk of losing their home and we want to reduce the number of homeless households living in temporary accommodation. Due to the problems people face in sustaining their homes, in the future we expect to see an increase in demand for services to help homeless people. We have also seen an increase in families placed in temporary B&B accommodation, options are being explored in line with the Homelessness Prevention and Rough Sleeping Strategy 2023 – 2028 to cut down our reliance on B&Bs and find make sure there is more suitable temporary accommodation available.

As per our statutory duty and responsibility, we will continue to provide advice and assistance to help prevent homelessness in line with our Homelessness Strategy. This will include continuing to work with landlords of private rented homes to provide more good quality, safe and well-managed homes for homeless people. We will also develop flexible, tailored tenancy support to reduce the risk factors that lead to tenancy failure.

The development of an effective Supported Accommodation Pathway will also help vulnerable people of all ages to access and leave supported accommodation in a more planned way and the recently launched national £2bn Single Homeless Accommodation Programme (SHAP) aims to increase the supply of high-quality accommodation and support to address gaps in homelessness pathway provision, targeting those with a history of rough sleeping and those aged 18-25. The Council will seek to secure investment via SHAP to fill identified gaps in current provision, thereby helping people move on from temporary supported housing services in a more planned way. We will develop a supported accommodation scheme which will reduce the reliance on temporary accommodation and provide longer term supported provision for those with more complex housing and health needs.

Support those with bespoke housing needs (including Gypsy and Traveller Communities) - BMBCs needs assessment indicated a shortfall of permanent pitch provision for gypsies and travellers in the borough and in response the adopted Local Plan Policies GT1 and GT2 identified additional sites to meet the shortfall and sets out criteria against which proposed sites should be considered, confirming that self-sought pitches will be positively considered where they accord with other policies of the Local Plan. The longer-term solution will be to ensure the sites outlined within the Local Plan are delivered. The Council also created an emergency stopping place to help with better management and to reduce the frequency of illegal and unauthorised encampments.

The Council also has a duty to keep and publicise a register of people who want to self-or custom build homes within our borough and will seek to support community-led housing schemes in line with planning policies.

Ongoing work will be done to understand how to be support other groups of people with bespoke needs, including ex-service personnel. This will be done through the Council's Armed Forces Covenant which both the Council and Berneslai Homes have signed.

Our Plan

Pillar III: Supporting People to Live Healthy, Independent Lives		
Our Aims	Help Young and Older Residents Live Healthy Independent Lives	Support People with Additional Needs
What does success look like?	<ul style="list-style-type: none"> • Young people have access to a range of affordable housing options which meet need • Older residents in the borough have access to advice, assistance, and a much wider range of housing options; enabling them to make informed decisions at the right time • People can live in their own homes for longer without detriment to their health and well-being 	<ul style="list-style-type: none"> • More people with Learning Disabilities / Autism are living independently within existing communities in our borough
What are our priorities?	<ul style="list-style-type: none"> • Deliver against the new strategy to support young people to access housing and live independently • Develop and promote housing options which meet the varied needs of our aging population in line with Age & Dementia Friendly principles (See Development of Housing Design SPD) • Promote a streamlined Aids and Adaptations service across tenure • Provide more choice and options to help people live independently for as long as possible • Develop a social care improvement plan which better integrates care systems, housing, and commissioning • Undertake a review of housing and housing related support for those with multiple and complex needs 	<ul style="list-style-type: none"> • Co-produce a delivery strategy to meet the identified needs of people with Learning Disabilities /Autism within the borough and wider region
How are we going to do it?	<ul style="list-style-type: none"> • Continue to work with partners to offer housing advice and assistance including managing money and running a home, including to young individuals • Deliver a range of accommodation which meets the varied needs of older people • Identify and address any barriers that may hinder independent living 	<ul style="list-style-type: none"> • Access NHS funding to deliver purpose-built accommodation which enable independent living in a community rather than hospital environment
What difference will this make?	<ul style="list-style-type: none"> • Helps to ensure accessibility to the housing sales market among younger residents, thereby retaining younger residents locally • Helps to ensure older residents can live independently and comfortably in their own homes for a prolonged length of time, thus improving health and well-being, as well as negating service delivery costs 	<ul style="list-style-type: none"> • Residents with Learning Disabilities / Autism can live independently with their own communities and within the borough • Reduction in use of hospital facilities and expensive out of area provision

Pillar III: Supporting People to Live Healthy, Independent Lives cont.

Our Aims	Support those with bespoke housing needs	Prevent Homelessness
What does success look like?	<ul style="list-style-type: none"> • Available and suitable permanent pitch provision for all Gypsies and Travellers looking to reside in the borough • Eradication of illegal and unauthorised encampments • Enable self and custom build (including Community Housing) 	<ul style="list-style-type: none"> • Eradication of homelessness
What are our priorities?	<ul style="list-style-type: none"> • Delivery of new Local Plan allocated permanent pitch provision to meet unmet demand • Support those wishing to develop self and custom build homes • Where resource allows, support those seeking to deliver community housing 	<ul style="list-style-type: none"> • Prevent and reduce homelessness through early intervention • Improve the range and options of supported accommodation, including via SHAP investment • Support Homelessness health needs assessment
How are we going to do it?	<ul style="list-style-type: none"> • Review of suitable sites and update of Gypsy and Traveller Needs Assessment • Take a proactive approach to maintaining the self and custom build register (including consideration to self and custom build opportunities when reviewing disposal programmes) 	<ul style="list-style-type: none"> • Deliver the strategic objectives and aspirations of the Homeless Prevention and Rough Sleeping Strategy
What difference will this make?	<ul style="list-style-type: none"> • Suitable capacity for Gypsies and Travellers to reside on allocated permanent sites, with reduced frequency of illegal and unauthorised encampment • Greater opportunity for those wishing to pursue bespoke housing opportunities (outside of traditional build options) 	<ul style="list-style-type: none"> • Ensures early prevention to avoid homelessness among residents and takes homeless residential out of homelessness • Improved health and wellbeing of those at risk of being homeless, or no longer homeless

Case Study: Queens House

In response to the Covid pandemic the government introduced 'Everyone In' asking all Local Authorities to support rough sleepers off the streets. As a council we stepped up the temporary management of 12 flats which we used to support rough sleepers for 18 months. From this work it was clearly identified that there was a gap in local provision for this client group. This led to the development of a business case and the sourcing of capital and revenue funding to purchase and renovate a building to be used for temporary accommodation. The aim of the accommodation is to ensure that any instances of rough sleeping are rare, brief, and non-recurring. It provides accommodation for those with some of the most complex needs, assessments are undertaken and a move on plan developed in a multi-agency way. The flats were purchased in April 2021, a full refurbishment programme was undertaken, and the first resident moved in July 2022. It provides an invaluable local resource to support the strategic aims of ending rough sleeping.



Pillar IV: Enabling Sustainable Housing Growth to Meet Need

Strategic Aims and Context

Increase Housing Supply, including in our Urban Centre and Principal Towns – We know that some of our residents have concerns regarding planned housing growth in our borough and our priority is to always make the very best use of our existing housing provision, in the first instance. However, Barnsley’s growing and changing population means that we must deliver a significant number of new homes annually to meet need and many of our allocated sites are in and around the Principal Towns, alongside the town of Barnsley itself. Our emphasis is on making development more economically viable whilst maintaining a high quality. We want to increase access to new homes by actively enabling more people to buy on the open market and have allocated a broad range of sites across sustainable locations within our urban centre and principal towns to accommodate this. It is essential that future housing development must take place in the right locations, with the right infrastructure and amenities complementing wider regeneration initiatives locally. Our Local Plan, adopted in 2019 (and reviewed in 2023), sets the spatial framework for housing growth and ensures that new development must be in keeping with the character of the area and that growth must be sustainable. Infrastructure must link residential areas to employment and local service centres through sustainable transport modes.

Provide a Range of Quality Homes – Our Strategic Housing Market Assessment (SHMA) shows an ongoing need for all types and sizes of dwellings, with the strongest need for 2 and 3 bed houses. There is also a need for smaller properties, bungalows and level access accommodation, particularly to cater for older residents. In order to attract and retain residents, we must ensure a compelling and comprehensive housing offer. This is critical to ensuring sufficient labour supply in future years to meet our ambitious plans for growing the economy. We therefore need to provide a greater mix of homes, including larger and higher value homes, thereby making the borough a more appealing and more prosperous place. Working with our partners we will address the shortfall of detached and semi-detached housing, and bungalows to reflect household aspirations across the borough.

As the planning authority, we also need to ensure our land supply and design policies help us to create sustainable communities and the right balance between high quality design and timely cost-effective housing delivery. We will work closely with developers to ensure that the design of new housing helps to make Barnsley a more attractive place to live and undertake Health Impact Assessments to ensure new developments support the health and wellbeing of residents. We will continue to use our Design of Housing Development SPD and national standards as our best practice guides to drive improved quality through design.

Ensure New Affordable Housing, First Homes and Supported Housing - We will continue to work with partners to increase the range of affordable homes for people on low and middle incomes. Rising house prices coupled with the recent Energy Crisis and Cost of Living Crisis has put home ownership beyond the reach of many and prompted others to borrow beyond their means. Providing affordable housing options will address these inequalities and provide opportunities for those residents who aspire to own their own homes. In areas of Barnsley where land and property prices are high, we will explore the potential for purchasing homes for sale on the open housing market, to turn them into quality, affordable rental accommodation and will strive to continue to deliver our Council Build programme, where funding allows. In areas where

social housing is already high, we will focus on providing a balance of homes for affordable rent and sale. We will work with landlords and agents to provide more high quality private rented accommodation in these areas, and we will support new build affordable housing in rural and green belt areas, where it is needed to meet community needs and there is acceptable mitigation of their impact on the countryside.

By providing the right type of buildings, and backed by a comprehensive support service offer, we aim to enable everyone to live in a home that is suitable for them at different stages in their lives. This will help residents to remain healthy and independent in their own homes for longer. We have undertaken a detailed needs assessment to help shape where our priorities lie for supported accommodation and we will ensure that we make the best use of the Council's stock in meeting supported housing need, where this is required.

Develop Low Carbon New Build Options - New and existing homes collectively account for 17% of UK greenhouse gas emissions and while considerable progress has been made, more must be done to decarbonise homes to help to meet the Government's commitment to achieve net zero by 2050. The introduction of a Future Homes Standard for England by 2025 will ensure that new build homes are future proofed with low carbon heating and high levels of energy efficiency, and once the supply has been decarbonised the expectation is that all homes built to this standard will produce no operational carbon dioxide, with 75% to 80% lower emissions than those built to current Building Regulations standards. In Barnsley, this is expected to be a standard for all new-built homes. Through Barnsley Zero 40/ Zero 45, the Council has committed to making itself a net zero organisation by 2040, with the whole borough net zero by 2045, ahead of the national target.

Page 158 For housing, this means (a) raising standards in the design, efficiency and the build quality of housing to reduce carbon emissions in development, delivery and use by signposting developers to the Sustainable Construction and Climate Change Adaptation Supplementary Planning Document; (b) ensuring that all new build Council homes and those delivered by our Affordable Housing Providers) are delivered to the Barnsley Low Carbon Standard; and, (c) exploring opportunities to make the best use of the borough's natural assets and industry by-products to enable innovative heat networks and solutions. Developing low carbon new build options will also reduce energy costs for residents, address fuel poverty and provide warm and healthy homes for Barnsley residents. The ambitions of Sustainable Barnsley cut across each of the 4 pillars of the Housing Strategy.

Our Plan

Pillar IV: Enabling Sustainable Housing Growth to Meet Need		
Our Aims	Increase Housing Supply, including in our Urban Centre and Principal Towns	Provide a Range of Quality Homes
What does success look like?	<ul style="list-style-type: none"> • Delivery of net new homes to meet Local Plan targets for 2033 (Housing Delivery Test) • Progression of major planned housing opportunities in spatial priority areas 	<ul style="list-style-type: none"> • Delivery of a broad mix of house sizes, type, and tenure across new developments, with 6% of new dwellings built to be wheelchair accessible M4(3) standard and a minimum of 25.6% of new dwellings built to M4(2) accessible and adaptable standard • Sustainable housing developments of high quality and design which align to our place-based aspirations, and which complement existing housing & communities
What are our priorities?	<ul style="list-style-type: none"> • Spatial priorities to 2028 include the 7 Strategic Masterplan areas, our Principal Towns programme, Goldthorpe Towns Fund Programme sites and Barnsley Town Centre 	<ul style="list-style-type: none"> • Improve the range and quality of new homes to meet existing and future need – to include larger family homes, homes suitable for older/vulnerable households, accommodation for single people and live/work. • Ensure that our strategic masterplan sites are delivered holistically to align with their framework and planning policy requirements
How are we going to do it?	<ul style="list-style-type: none"> • Work collaboratively with key partners (HE, SYMCA) and developers to unlock any barriers to delivery, improve economic viability where this is a problem and ensure that we deliver sustainable housing across the borough • Work collectively to maximise opportunities for feasibility/funding to enable the delivery of essential infrastructure, where this is needed 	<ul style="list-style-type: none"> • Implement the Design of New Housing SPD • Use our SHMA data to address local need requirements across our sub-market areas to meet existing and future need • Work closely with developers to ensure that the design of new housing helps to make Barnsley a more attractive place to live, with a focus on raising standards in the design, efficiency and build quality of housing to reduce carbon emissions in development, delivery, and use • Undertake Health Impact Assessments for our new developments to maximise the positive impact and address any negative impacts.
What difference will this make?	<ul style="list-style-type: none"> • Makes a major contribution to housing targets, thereby enabling an extended, diversified and more accessible housing offer • Support the success of wider economic development initiatives 	<ul style="list-style-type: none"> • Helps people to access a range of types to meet need, supporting people to remain healthy and independent in their own homes for longer. • Create thriving, sustainable developments which promote community engagement and cohesion across demographics • More people have access to healthy, warm, and sustainable housing which makes a positive contribution to physical and mental health and reduces pressures on health and social care

Pillar IV: Supporting Sustainable Housing Growth to Meet Need cont.

Our Aims	Ensure Affordable Housing, First Homes and Supported Housing	Develop Low Carbon Options
What does success look like?	<ul style="list-style-type: none"> • Deliver between 10% & 30% affordable housing in line with our Affordable Housing SPD (with 25% First Homes) • More supported accommodation which meets the needs of the service user and staff • More social housing stock available for rent 	<ul style="list-style-type: none"> • Our aspiration is for all new-build housing delivered to net zero, and by 2028 we expect to make significant strides towards this • We are meeting the ambitions of Sustainable Barnsley in ensuring that people live in sustainable communities with reduced carbon emissions and access to affordable and sustainable energy sources
What are our priorities?	<ul style="list-style-type: none"> • Provide a mix of housing types and affordable tenures to meet the needs of existing and future households. • Direct delivery via our Council Build and Acquisitions Programme • Address identified need for additional Learning Difficulty and Autism accommodation via a mix of purpose build (working with partners) & increasing provision within our own stock portfolio. • Increased temporary accommodation for homeless applicants • Longer term, supported accommodation to address the needs of complex homeless cases 	<ul style="list-style-type: none"> • Deliver all Council housing schemes to the Barnsley Low Carbon Standard • Encourage all private and social developer led schemes to be delivered to the same standards or better
How are we going to do it?	<ul style="list-style-type: none"> • Work with partners to deliver more affordable homes, where there is need. • Implement the revised Affordable Housing SPD • Grow our RP framework • Work with partners (including the NHS) to develop purpose-built accommodation which enable independent living options • Prioritise asks and increase the allocation of council stock for supported housing 	<ul style="list-style-type: none"> • Implement Sustainable Construction and Climate Change Adaptation SPD (Supplementary Planning Document) • Explore opportunities to make the best use of the Borough's natural assets and industry by-products to enable innovative heat networks and solutions and local energy generation
What difference will this make?	<ul style="list-style-type: none"> • Increased affordable provision to meet existing and emerging need from those households that cannot access private market addressing housing inequalities across the Borough • Increased availability of supported housing • Increased purpose-built accommodation to enable independent living for those currently residing in hospital settings reducing pressure on health and social care • Provide affordable and suitable housing, supporting residents' health and wellbeing by helping them to remain independent in their own homes. 	<ul style="list-style-type: none"> • Progression towards Barnsley Net Zero 40/45 ambitions – carbon reduction from residential • Provide warm, healthy homes and reduce fuel poverty rates, improving health and wellbeing for Barnsley residents

Case Study: Woodmoor View, Athersley South

At Woodmoor View, completed in September 2022, seven bungalows occupy a site on a key route into the town centre, helping to meet the demand for affordable rented housing in the Borough. All the bungalows meet the requirements of Building Regulations Part M4 (2) for accessible and adaptable dwellings. A three-bedroom bungalow on the site was further adapted to meet the requirements of a specific family whose needs could not be met in the existing council stock.

As well as being let at affordable social rents, the properties are highly energy efficient. This contributes to the council meeting its carbon reduction targets and helps residents to minimise their energy use.

Using a fabric first build specification with high levels of insulation and low air permeability, the bungalows are fully electric with air source heat pumps to provide heating and hot water. Solar Panels generate electricity to reduce the occupier's overall consumption from the grid. In addition, a battery system stores any unused electricity generated until it is needed.

This scheme sets a precedent, demonstrating how the incorporation of design measures can reduce carbon emissions from future new homes. This information will be used by the council to inform discussions with other housing providers.



Collaborative Working for Strategy Success

Barnsley enjoys a strong history of collective and collaborative working towards common goals, and we will continue to build, grow, and strengthen partnerships to make the most of our combined resources – this is critical not only to successfully delivering against the plans set out in this housing Strategy, but also to the overall Barnsley 2030 vision.

We believe that everyone in the borough should be able to access a home that is welcoming, warm and safe and our ambition for housing as set out in this Strategy is unashamedly bold.

We recognise that the longer-term housing needs and economic aspirations of the borough are intrinsically linked, and our aim to increase the supply and choice of housing, particularly within our Urban Centre and Principal Towns. We will ready sites for development whilst ensuring that housing growth can be delivered sustainably, contributing to Zero 40 / Zero 45 imperatives – and always making the very best use of our existing homes.

We also recognise that we do not start from scratch, and we will continue to pursue efforts to bring renewed quality to our existing stocks, alongside efforts to continually strengthen our service offer to residents.

Although some aspects of this housing strategy are outside of our control, for example, the constraints on mortgage lending and wider economic conditions, we believe that by working with our partners and liaising with Government, we can create the right conditions to help us achieve our long-term goals of raising the quality and efficiency of housing in the borough and improving the health and wellbeing of our residents.

Glossary

ALMO – Arms-Length Management Organisation

ASB – Anti-Social Behaviour

BAME - Black, Asian and minority ethnic

BRE Group – British Research Establishment Group

EPC – Energy Performance Certificate

Ha – Hectares

HE – Homes England

HIA – Health Impact Assessment

HRA – Housing Revenue Account

LGBTQ – Lesbian, gay, bi, trans, queer/questioning and more

NHS – National Health Service

NPPF – National Planning Policy Framework

PRS – Private Rented Sector

PRS Plan – Private Rented Sector Plan

RP Framework – Registered Providers Framework

SAP – Standard Assessment Procedure

SEAM – Barnsley’s Digital Campus

SEAP – Sustainable Energy Action Plan

SHAP – Single Homeless Accommodation Programme

SHMA – Strategic Housing Market Assessment

SPD – Supplementary Planning Document

SYMCA – South Yorkshire Mayoral Combined Authority

URBED – Urbanism, Environment and Design Ltd

Index

Barnsley Strategic Marketing Assessment 2021 - <https://www.barnsley.gov.uk/media/18806/barnsley-shma-final-report-2021.pdf>

Homelessness Prevention and Rough Sleeping Strategy 2023 – 28 - <https://barnsley.gov.uk/media/x0bo5mez/homeless-prevention-and-rough-sleeping-strategy.pdf>

Barnsley 2030 - <https://www.barnsley.gov.uk/services/our-council/barnsley-2030/>

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

Supplementary Planning Documents - <https://www.barnsley.gov.uk/services/planning-and-buildings/supplementary-planning-documents/>

Director of Public Health Report - <https://www.barnsley.gov.uk/services/health-and-wellbeing/our-reports/director-of-public-health-annual-report/>

First Homes Technical Note - <https://www.barnsley.gov.uk/media/24759/first-homes-planning-policy-technical-note.pdf>

SEAP, Energy Strategy and Zero 40/45 - <https://www.barnsley.gov.uk/media/19254/seap.pdf>

Health and Wellbeing Strategy - <https://www.barnsley.gov.uk/media/19957/barnsley-hwb-strategy-final-web.pdf>

Integrated Care Strategy - https://syics.co.uk/application/files/6816/8666/8429/015307_SYB_South_Yorkshire_Integrated_Care_Strategy_Doc.V20.pdf

Children in Care Strategy - <https://www.barnsley.gov.uk/services/our-council/our-strategies/children-in-care-and-care-leavers-strategy-2022-2025/#:~:text=Our%20Children%20in%20Care%20and,where%20fewer%20people%20experience%20poverty>

The Charter for Social Housing Residents - Social Housing White Paper -

https://assets.publishing.service.gov.uk/media/5fb3e7b5e90e07208b466ce5/The_charter_for_social_housing_residents_-_social_housing_white_paper.pdf

Social Housing (Regulation) Act 2023 - <https://www.legislation.gov.uk/ukpga/2023/36/enacted>

Consultation report

Contents

Consultation report	1
Executive Summary	2
Background	3
Methodology	3
Key activities	3
Promotion	3
Inclusive approach	4
Survey response	4
Email responses / meeting responses	14
Equality information	15
Next steps	18

Executive Summary

Barnsley Metropolitan Borough Council consulted on the draft Housing Strategy between 16 October until 13 November 2023.

A number of in-person drop-in and meetings occurred, and the information around the strategy and further support was online (<https://www.barnsley.gov.uk/draft-housing-strategy>) and available in local libraries.

There were 108 responses to the consultation directly, 101 of these were responses to the survey and 7 responses were via email with detailed comments.

The highest percentage of those responding to the survey were those who owned their home (outright) (45%).

In all four pillars, the highest percentage of respondents either strongly agreed or agreed with the aims of the pillar. There was space for respondents to leave feedback about each pillar and provide comments at the end. These were collated and put into themes.

86% of respondents agreed with the aims of Pillar 1, the highest percentage of respondents strongly agreed with the aims (47%) followed by agreeing with the aims (39%). In the comment section, the top theme around Pillar One was a resounding agreement to maximise the use of existing housing stock (5) and that respondents agreed with the aspirations of the Pillar (5).

80% of respondents agreed with the aims of Pillar 2, with 45% agreeing with the aims followed by 35% strongly agreeing. There were 6 key themes that were identified as important in the comment section; the need for more social housing, that there is a rise of anti-social behaviour that needs addressing, there needs to be adequate amenities for communities, there needs to be more support for the private rented sector, there needs to be greater regulation of the private rented sector and there needs to be more support for the private landlords and tenants (3).

For Pillar 3, 83% either agreed or strongly agreed with the aims, with 47% agreed and 36% strongly agreed. Comments around the pillar included: focussed on concerns about the support available for Gypsy and Travellers, people should be living in homes that suit their needs and comments agreeing with the aspirations for the pillar (3).

73% of respondents either agreed or strongly agreed with the aims of Pillar 4, with 41% strongly agreeing and 32% agreeing. When provided space for comments, the top theme was that there needs to be adequate amenities for communities (7).

At the end of the survey there was space for respondents to share any further comments. The top themes included; the need for adequate amenities for communities (5) followed by agreeing with the aspirations of the Strategy (4).

Background

Barnsley is home to 244,580 residents living in 113,625 dwellings. Living in a warm, safe home is essential for staying healthy and well. Living in good quality, affordable housing supports our health and wellbeing and is something every resident in Barnsley should have access to. Having this foundation helps people support their family, be part of their community and contribute to our economy.

The proposed draft strategy works in line with Barnsley 2030, the vision for Barnsley – the place of possibilities. The vision seeks a healthy, growing, learning, sustainable Barnsley. Providing quality, affordable, inclusive and sustainable housing that suits resident needs and lifestyles is critical.

The revised Housing Strategy (2024 – 2028) sets out our current strategic priorities. Our four pillars of success will focus and guide our collective efforts over the next 4 years. Our sustainable Barnsley Theme and Ambitions cut across each of the four pillars.

Feedback on the draft Housing Strategy was consulted on between 16 October until 13 November 2023, this allowed interested members of the community, tenants and officers to help shape the strategy and let us know if there are any missing elements.

Methodology

Key activities

Information about the consultation was displayed on the Council's website. There were multiple ways for people to share their feedback. This included:

- Filling out the online survey
- Emailing with a question or a response
- Speaking to the team at drop-ins
- Visiting libraries across the borough to read paper copies of the strategy or fill out one of the paper surveys
- Sharing feedback in meetings

Key activities included three drop-in events that were in partnership with Berneslai Homes:

- Meadow Crescent community centre in Royston at 1pm – 2pm
- Manor Court Community Centre in Royston at 2:30pm – 3:30pm
- Barnsley Market Stall at 9am – 11am

These events were run by Berneslai Homes and were a chance for us to speak to residents and tenants to hear their views and to further promote the consultation.

Promotion

The engagement was promoted through a variety of different methods. These included:

- Stakeholder emails were sent to key networks.
- Posters displayed in key locations.
- Social media posts.
- Press releases were issued.

- Emails to Berneslai Homes Tenants.
- Briefing to local councillors.
- Drop-in events.
- Attending meetings and Boards.

Inclusive approach

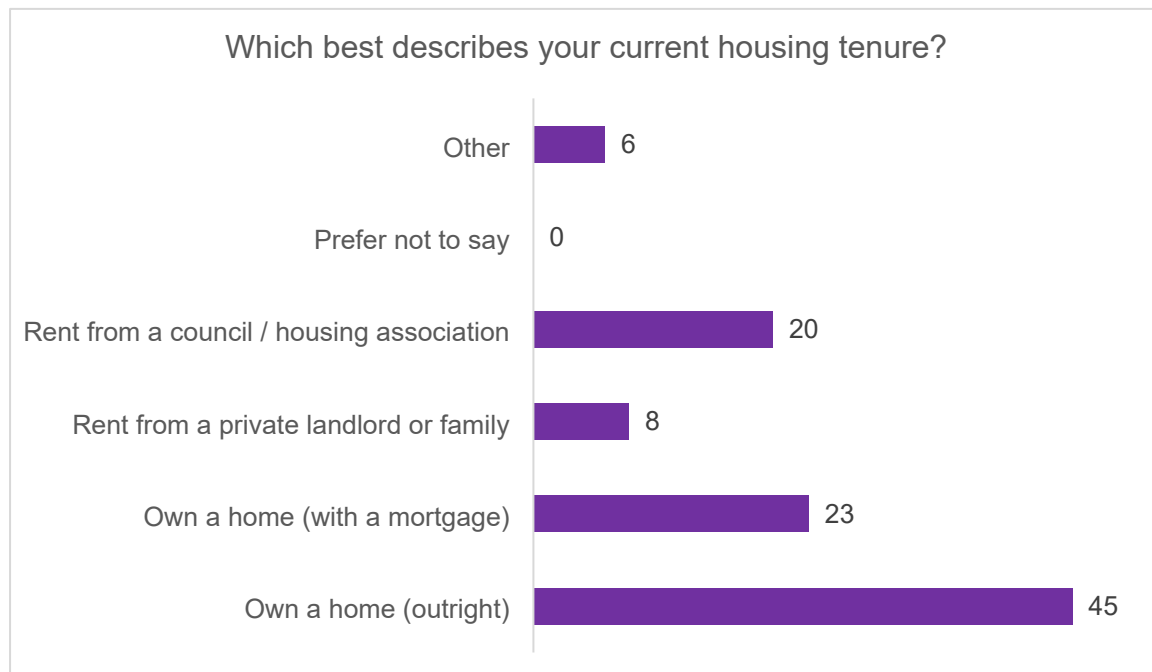
To ensure the consultation was inclusive for all, paper copies were available at all libraries for people to read and fill out the survey. If anyone needed any extra support, they could contact the Strategic Housing team directly via email. The consultation was also promoted in different ways, both online and offline.

Further engagement will be done during the adoption of the strategy to engage with young people and hear their views. This was following low response rates from younger people despite reaching out to young person’s organisations and extensive promotion.

Survey response

There were 101 responses to the survey that was live during 16 October – 13 November 2023.

Most people who responded to the consultation own their home outright (45) followed by owning their home with a mortgage (23) and renting from the council / a housing association (20).



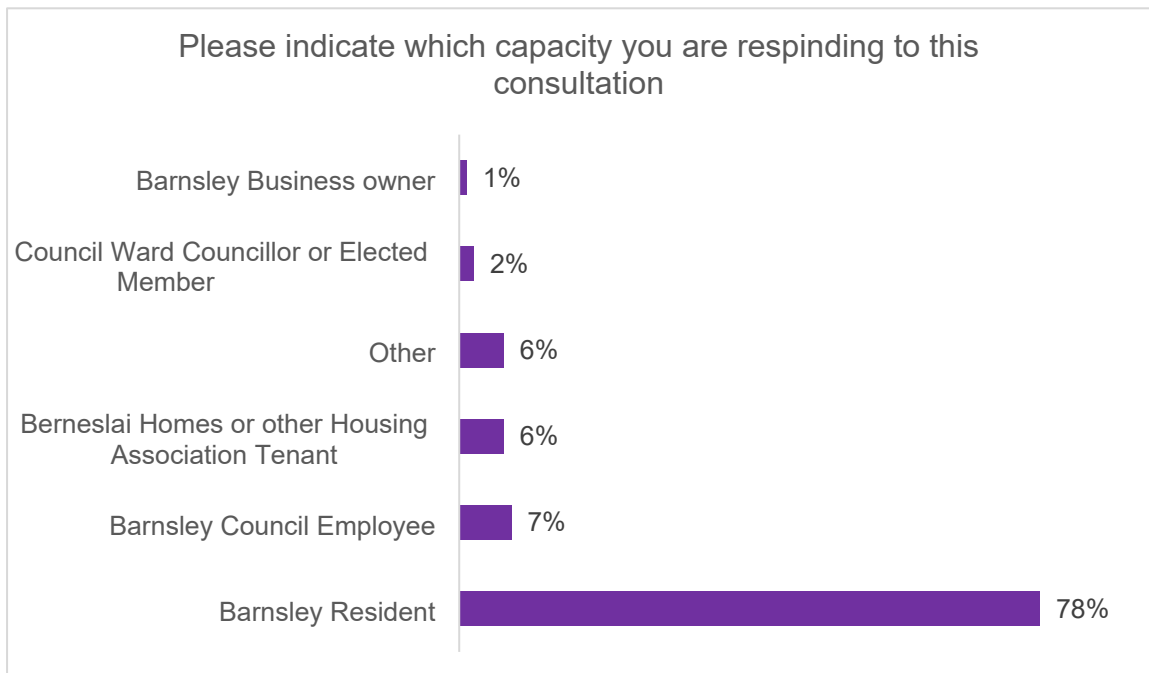
(number of responses 102 – this option was a multiple choice)

For anyone who selected other, there was space for them to provide further information. The responses included:

- Living with parents (who own their home outright)
- I own my own property but also, I am a landlord for eight other properties of which seven are within the Barnsley area

- I don't live in Barnsley, but I'm on the Board of Barnsley 2030
- I am replying as a stakeholder
- Planning agent

We asked respondents to tell us in which capacity they were responding to the consultation. The highest response was as a Barnsley resident (78%) followed by a Barnsley Council Employee (7%) and a Berneslai Homes or other housing association tenant (6%) and other (6%).



(number of responses 101)

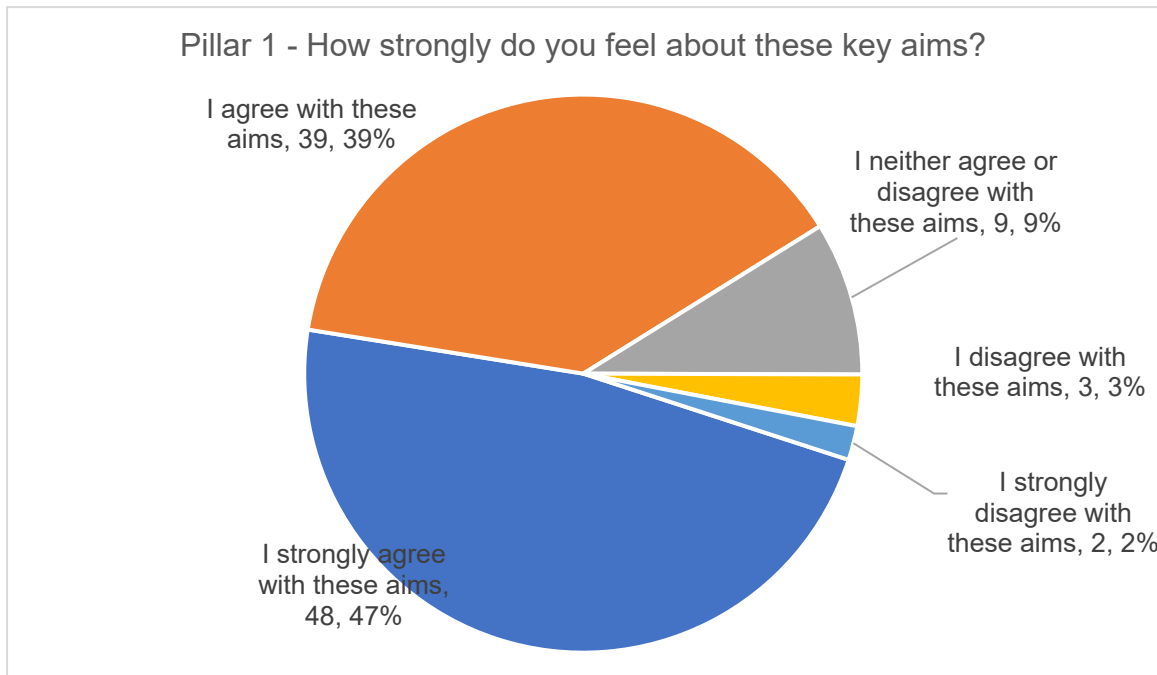
For those who selected other, there was space to expand. The responses included:

- President of the Chamber of Commerce
- Barnsley 2030 Board Member & Inclusive Economy Board Member
- Private Landlord
- The South Yorkshire Climate Alliance
- Barnsley Charitable Trust
- Private Sector perspective

Pillar 1

The survey asked respondents how they felt about each Pillar within the Strategy. Pillar 1 is all about maximising existing borough stock. This includes best existing stock, ensuring sustainable social and affordable housing to meet need, decarbonising existing stock and reducing fuel poverty and improving health and wellbeing.

When asked how they feel about the key aims, 86% of respondents either strongly agreed or agreed with the aims.



(number of responses 101)

There was space to provide comments about the aim of Pillar 1, these were categorised into themes.

The top themes included:

- There is a need to maximise the use of existing housing stock (5)
- Agree with the aspirations of the pillar (5)
- There needs to be more affordable housing (4)

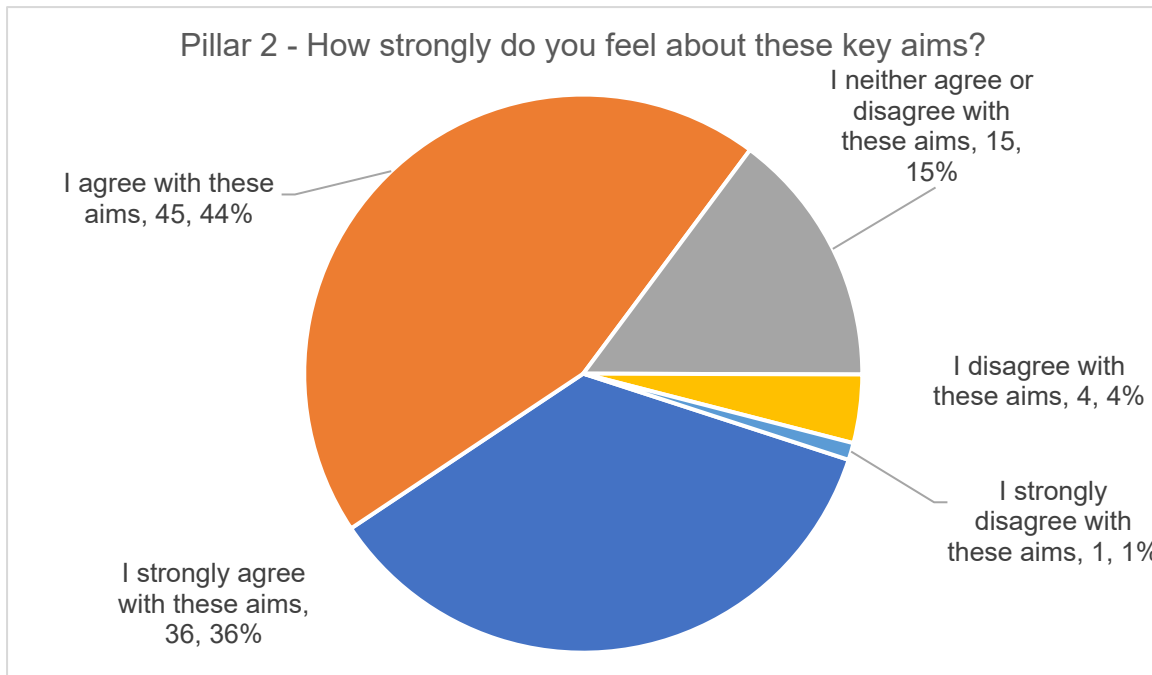
Theme	Number of comments
Need to maximise the use of existing housing stock	5
Agree with the aspirations for the pillar	5
There needs to be more affordable housing	4
There needs to be more social housing	3
Increase the quality of existing homes	2
Unable to access the strategy	2
Need to develop homes on brown field land	2
There needs to be more ambition for sustainable new homes	2
Concerns about building on green belt land	2
Health and wellbeing need to be improved	2
Rent is currently expensive	1
There are no housing needs in Barnsley	1
Need to look after greenspace	1
Not sure	1
There needs to be more detail (general)	1
There needs to be more detail (funding)	1

The strategy is complicated	1
Homes need to be improved for existing residents	1
Buy back homes that were previously sold through Right to Buy	1
There needs to be greater retrofitting on existing homes	1
There is too much emphasis on air source heat pumps	1
Don't agree with the Right to Buy	1
Need to give developers the opportunity to build different types of homes	1
Sound proofing needs to be prioritised	1
Affordable housing options are too expensive	1
There should be support to retrofit homes	1
There should be support for working people	1
Suggestion of support in training and education in communities	1
There needs to be more support for the private developers	1
There needs to be more support for the private landlords and tenants	1
There should be greater access to health and wellbeing activities	1
Maximising existing stock won't achieve enough	1

Pillar 2

The key aims for Pillar 2 is to support strong and resilient communities. This will be done by transforming neighbourhoods and ensuring safer communities, improving access to housing for all, providing support and advice and ensuring community engagement, and maximising the private rented offer.

When asked what they thought about the key aims of Pillar 2, 80% either agreed or strongly agreed with the aims.



(number of responses 101)

When given space to provide further comments about Pillar 2, the top themes were:

- There needs to be more social housing (3)
- The rise of anti-social behaviour needs tackling (3)
- There needs to be adequate amenities for communities (3)
- There needs to be more support for the private rented sector (3)
- There needs to be greater regulation of the private rented sector (3)
- There needs to be more support for the private landlords and tenants (3)

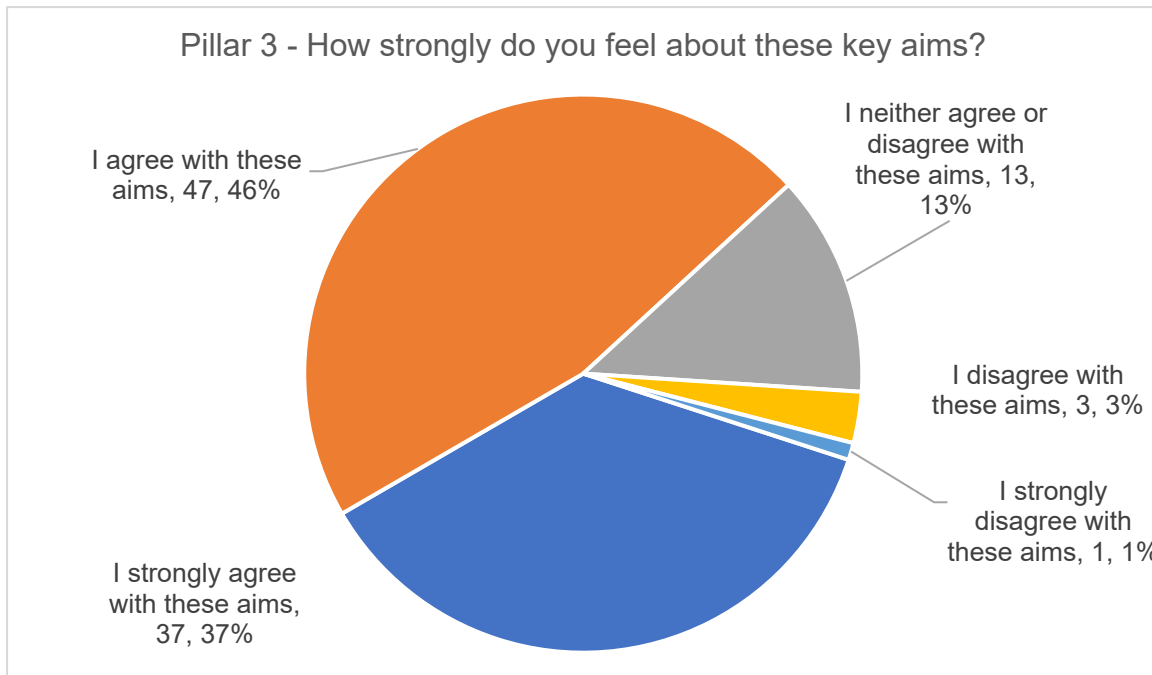
Theme	Number of comments
There needs to be more social housing	3
Rise of anti-social behaviour needs tackling	3
There needs to be adequate amenities for communities	3
There needs to be more support for the private rented sector	3
There needs to be greater regulation of the private rented sector	3
There needs to be more support for the private landlords and tenants	3
Concerns about building on green belt land	2
There needs to be housing for existing residents in the Borough	2
Private rented offers are unaffordable	2
There needs to be more support for the private developers	2
There needs to be more affordable housing	2
Agree with the aspirations for the pillar	2
Need different types of housing tenure	1
The private sector is harder to sustain	1

There should be focus on areas outside of the town centre	1
There needs to be consideration over the allocation of adapted properties	1
There needs to be more detail (funding)	1
There needs to be more background checks for prospective tenants	1
Needs to be greater partnership working with communities	1
There should be more youth clubs	1
There needs to be more detail (general)	1
Unable to access the strategy	1
Sound proofing needs to be prioritised	1
There needs to be consideration around where new social housing is built	1
Different age groups shouldn't be housed in the same space	1
More housing is needed in general	1
Housing aspirations need to be raised	1
Social issues need to be addressed in neighbourhoods	1
Don't agree with the private rented sector	1
Questions around measuring the outcomes	1
There needs to be support for young people	1
Suggestion for more street lighting	1
The planning process should be improved for building developers	1
Strengthen the importance of the private rented section in the pillar	1
There is less access to accessible housing	1
Leisure and wellbeing hubs should be included	1
Offer of support	1
Safety in communities is important	1
There needs to be deliverable sites to help with the shortfall in housing	1

Pillar 3

Pillar 3 focusses on supporting people to live healthy, independent lives. The aim is for this to be done by helping young and older residents to live healthy independent lives, supporting people with additional needs, preventing homelessness, and supporting those with bespoke housing need (including Gypsy and Travellers).

83% of respondents either agree or strongly agree with the aims of Pillar 3.



(Number of responses 101)

In the extra space for comments around Pillar 3, the top comments were:

- Concerns about the support available for Gypsy and Travellers (3)
- People should be living in homes that suit their needs (3)
- Agree with aspirations for the pillar (3)

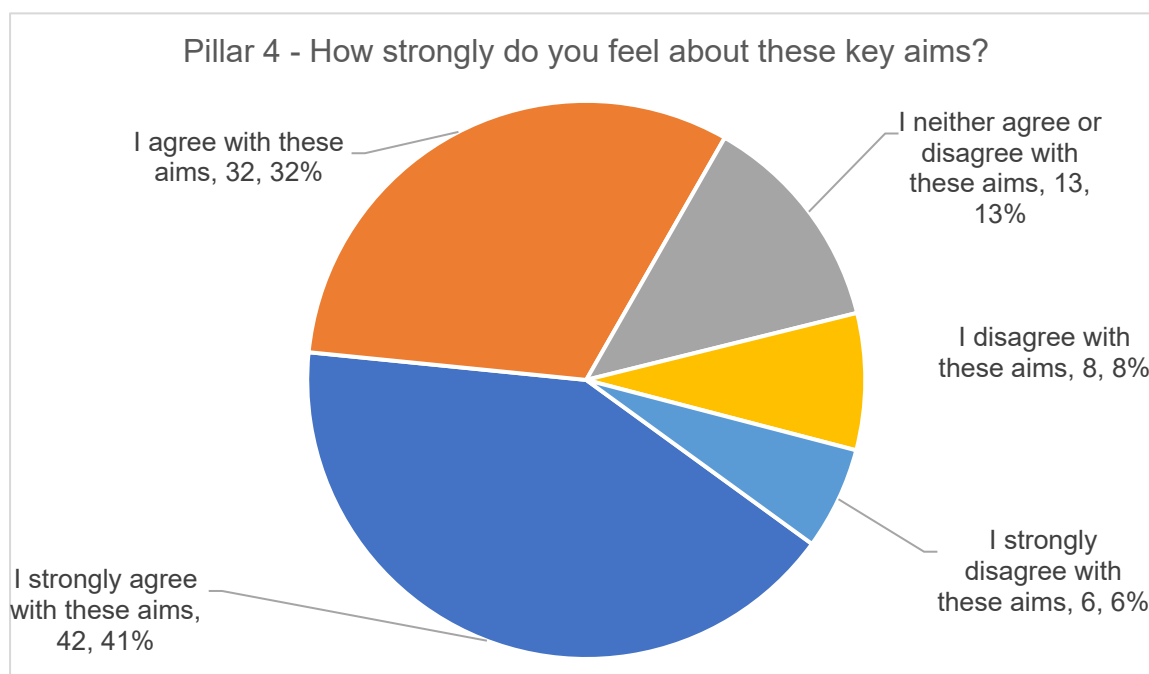
Theme	Number of comments
Concerns about support for Gypsy and Travellers	3
People should be living in homes that suit their needs	3
Agree with the aspirations for the pillar	3
There needs to be more detail (homelessness prevention)	2
There needs to be support for young people	2
There needs to be support for vulnerable people	2
There needs to be more support for the private landlords and tenants	2
Need to give developers the opportunity to build different types of homes	2
Families should be prioritised	1
The cost of housing needs to be considered	1
There needs to be consideration of greenspace	1
There needs to be more support for Gypsy and Travellers	1
BH management of properties and building safety needs to be improved	1
There are varying experiences from BMBC staff	1
Positive, helping the young and elderly	1
Should be aimed at all ages rather than the young and elderly	1
There needs to be mention of help for the disabled	1

Greater partnership working to prevent homelessness	1
Comment, agree with helping those in need	1
There needs to be consideration over the allocation of adapted properties	1
There needs to be more detail (funding)	1
There needs to be more detail (general)	1
Sound proofing needs to be prioritised	1
More housing is needed in general	1
There was previously support for people that is no longer there	1
In the past received no support with housing needs	1
Offer of support	1
Need to consider housing for future generations	1

Pillar 4

The overall focus of Pillar 4 is enabling sustainable housing growth to meet need. The aim is for this to be done through increasing housing supply, including in our urban centre Principal Towns, providing a range of quality homes, ensuring new affordable housing, first homes and supported housing, and developing low carbon new build options.

As with the other three pillars, most respondents (73%) either agree or strongly agree with the aims of the pillar.



(number of responses 101)

When sharing further comments about Pillar 4, the top themes included:

- There needs to be adequate amenities for communities (8)
- There shouldn't be developments built on greenspaces (4)

Theme	Number of comments
There needs to be adequate amenities for communities	8
Shouldn't build on greenspace	4
Affordable housing options are too expensive	3
Homes need to be improved for existing residents	3
Need to maximise the use the existing housing stock	3
Agree with the aspirations for the pillar	3
There needs to be more affordable housing	3
Need to develop homes on brown field land	2
There needs to be consideration of greenspace	2
People should be living in homes that suit their needs	2
There needs to be more ambition for sustainable new homes	2
There should be support to maintain homes	2
More information about policy and government guidance	1
Concerns about the impact of a lot of new homes on the existing community	1
Right to buy money should be used to fund new homes	1
There needs to be more support for the private rented sector	1
There needs to be more detail (funding)	1
The information about safety in homes needs to be strengthened	1
Need different types of housing tenure	1
There is too much emphasis on air source heat pumps	1
There should be public transport links to new developments	1
Sound proofing needs to be prioritised	1
There needs to be more social housing	1
There are plenty of low-cost new housing	1
Changes will have an impact on local wildlife	1
Agree with new housing developments	1
There needs to be more detail (purchasing new stock)	1
Planning and highways need more resource for increased housing	1
There needs to be greater retrofitting on existing homes	1
Suggestion to repurpose empty spaces into homes	1
Need to bring empty homes back into stock	1
Changes should be low carbon	1
Stop building homes in certain areas	1
There is already enough housing in the Borough	1
There needs to be more homes built in certain areas	1
New builds should have a high standard for sustainability	1
Developers should be able to build in rural areas	1
Need to give developers the opportunity to build different types of homes	1
There should be greater access to health and wellbeing activities	1

At the end of the survey there was space for respondents to provide further comments or feedback. The top themes were:

- The needs to be adequate amenities for communities (5)
- Agreement with the aspirations of the Strategy (4)
- There shouldn't be developments built on greenspaces (3)
- There needs to be more social housing (3)

Theme	Number of comments
There needs to be adequate amenities for communities	5
Agree with the aspirations of the strategy	4
Shouldn't build on greenspace	3
There needs to be measurable the outcomes	3
There needs to be more social housing	2
There needs to be more support for the private rented sector	2
Need to develop homes on brown field land	2
There needs to be support for young people	1
There needs to be housing for existing residents in the Borough	1
Important to listen to the views of local residents	1
There needs to be clear communication	1
Suggestion to repurpose empty spaces into homes	1
Provisions for older people is important	1
Social housing waiting lists are too long	1
Affordable housing options are too expensive	1
Local people are being outpriced of areas	1
There needs to be more ambition for sustainable new homes	1
Moving from one social house to another needs to be easier	1
Communal spaces need greater regulation	1
Solar panel batteries should be outside the property	1
Private renting isn't affordable	1
Social housing waiting lists need to prioritise the most vulnerable	1
There needs to be consideration of greenspace	1
Retrofitting doors and windows need to be prioritised	1
General positive	1
Need to maximise the use of existing housing stock	1
Houses shouldn't be built in areas prone to flooding	1
Sound proofing needs to be prioritised	1
The design of the strategy document could be improved	1
The implementation of the strategy is important	1
There is a lack of trust that it will lead to change	1
Concerns around jobs to support the new housing and business	1

Concerns around the plans and farmland	1
Concern Barnsley will become a commuter town	1
Homes should be built near Barnsley	1
Shared ownership isn't a fair system	1
Questions around the consultation	1
Planning and highways need more resource for increased housing	1
There needs to be more detail (private renting)	1
There needs to be more detail (sustainability and environment)	1
Happy to see that decarbonisation has been integrated into the strategy	1
Offer of support	1
There should be a greater commitment to the Future Homes Standard	1
The local plan needs revising to allow housing developments based on need	1
Need different types of housing tenure	1
There needs to be more homes built in certain areas	1
Concerns about building on green belt land	1

Email responses / meeting responses

Throughout the consultation, there was opportunity to email the Strategic Housing team to ask questions or send more detailed comments. 7 emails were received.

Themes of the emails included:

- The strategy should highlight the importance of leisure and wellbeing as it could provide employment, health opportunities and attract more people to the area.
- Links between housing access for older people needs to be strengthened in the strategy.
- There have been challenges finding adapted properties for those who need them.
- Sections should be strengthened around the housing market and young people, and community engagement.
- Provide clearer information about what is within the Local Authority power and social housing.
- The strategy should reference to planning policy support and the commitment to develop on rural exception sites to meet housing needs.
- There needs to be more done to support the armed forces community, by being aware of support for ex-service members, creating exemptions for ex-service personnel around local connections and creating specific housing for ex-service personnel who need it.
- The document should celebrate successes so far.
- It would be useful if there were links to evidence or further information.

- There should be further details about how strategy be financed and link with government funding.
- Mention the local / national collaborators and how other organisations can support the strategy.
- The strategy could include more graphics.

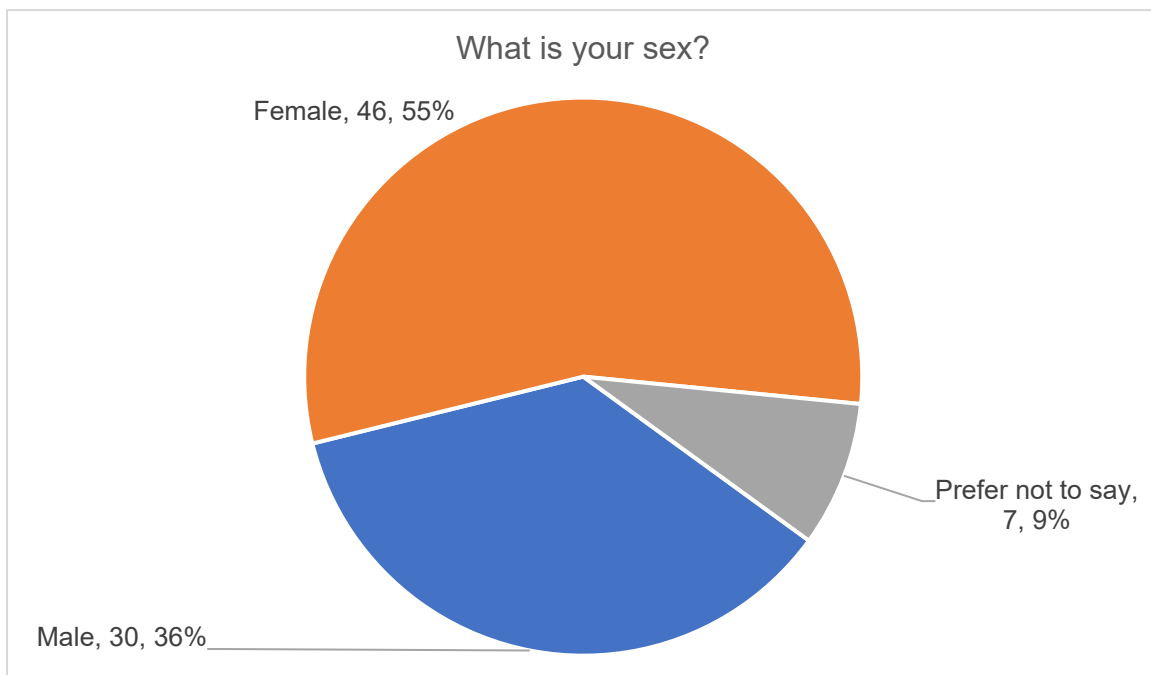
During the consultation period, a meeting was organised with Berneslai Homes engaged tenants to ask questions and share their ideas. Key themes out of the discussion included:

- Retrofitting existing homes and building sustainable new homes.
- Bringing vacant properties and shops back into use.
- Concerns around affordable housing and privately rented homes.
- Discussions around future building plans.

Equality information

During the survey optional equality questions were asked. As a public body, we need to follow the public sector equality duty which means we consider the needs of everyone in our day-to-day work. By asking these questions we were able to monitor who is getting involved in our consultation. All the questions were optional for respondents.

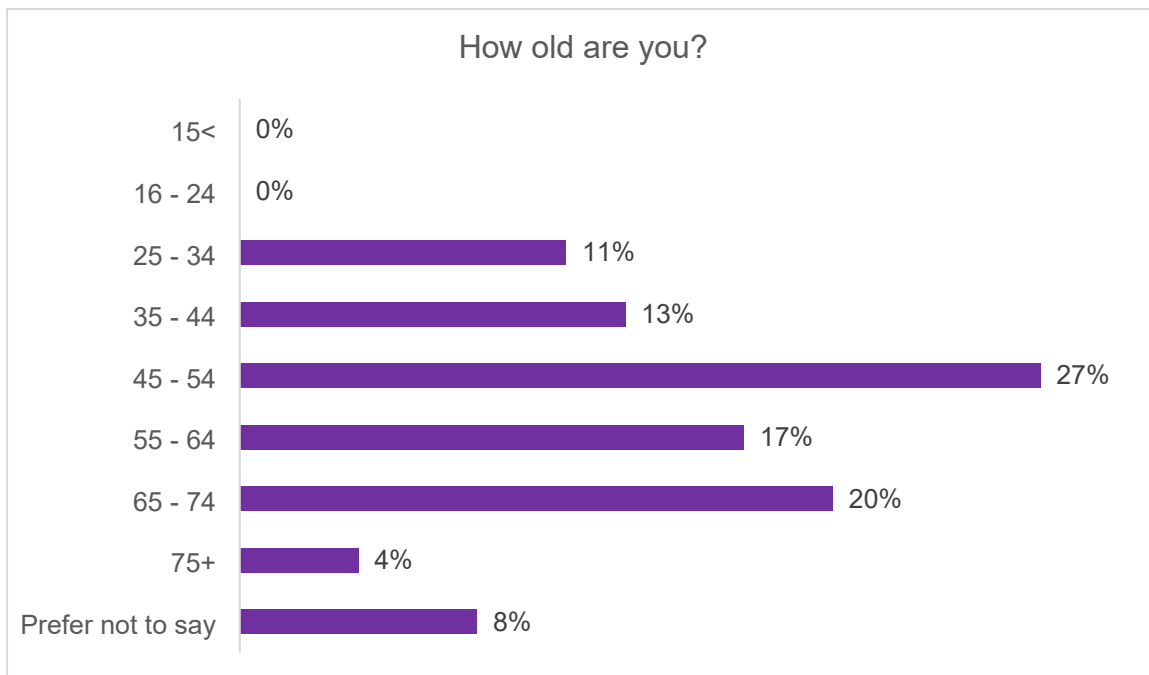
A higher percentage of respondents identified as female (55%).



(number of responses 83)

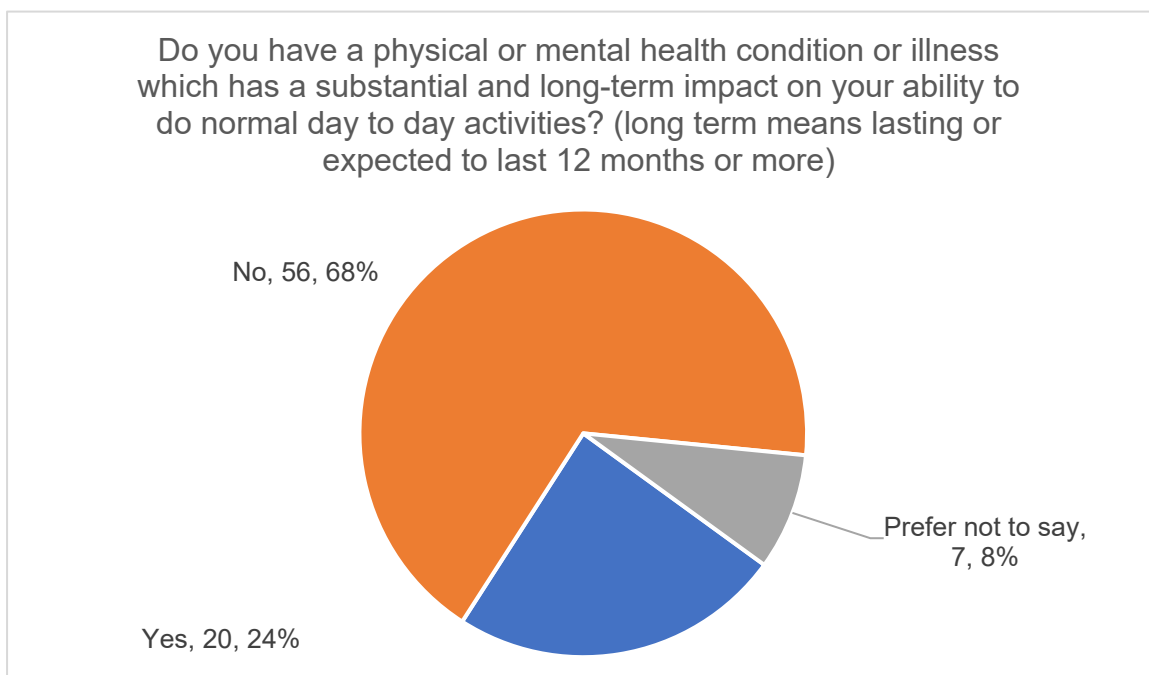
When asked if the gender they identify with is the same as their sex registered at birth, 92% said yes and 8% preferred not to say.

The highest percentage of respondents were aged 45 – 54 (27%), this was followed by 65 – 74 (20%) and 55 – 64 (17%).



(number of responses 84)

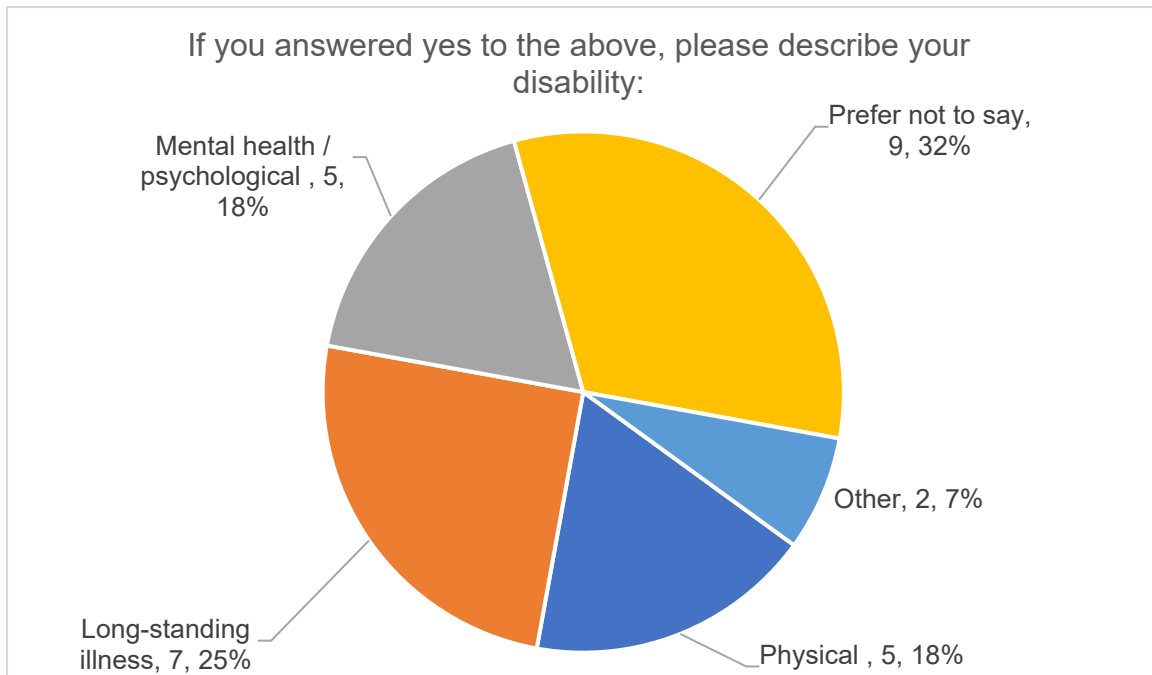
24% of respondents identified as having a physical or mental health condition or illness which has a substantial and long-term impact on their ability to do normal day to day activities.



(number of responses 84)

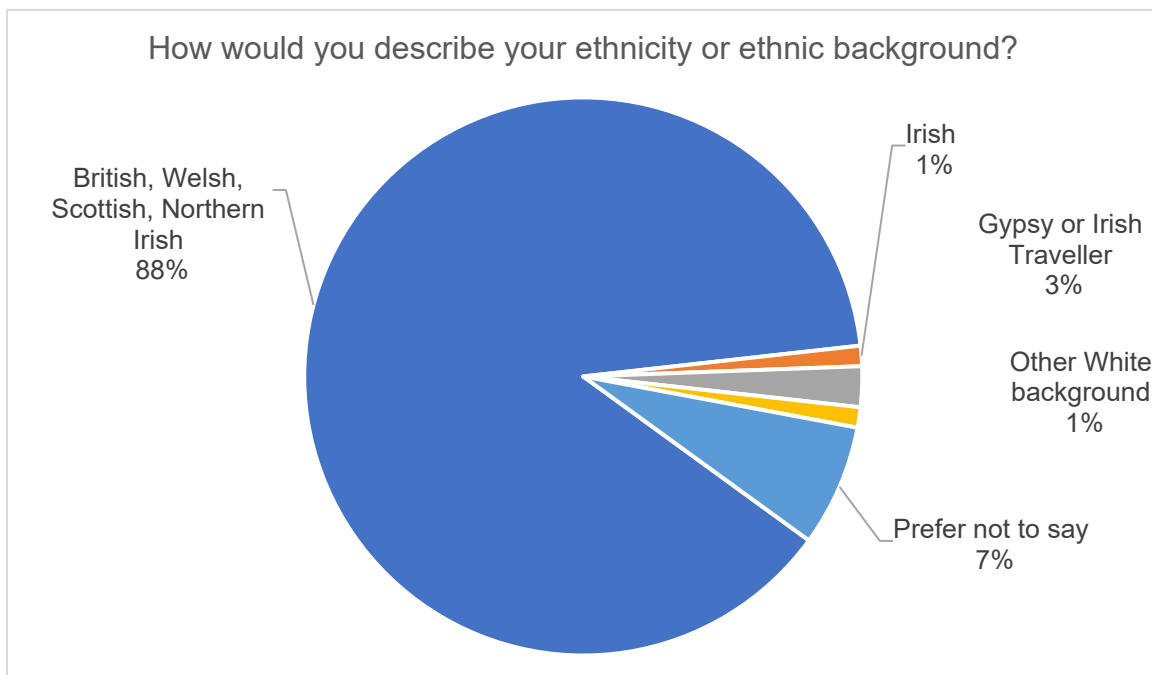
If a respondent said yes to this question, there was space for them to tell us further details.

The highest percentage of respondents preferred not to say 32%, the second highest percentage of respondents said they had a long-standing illness 25%.



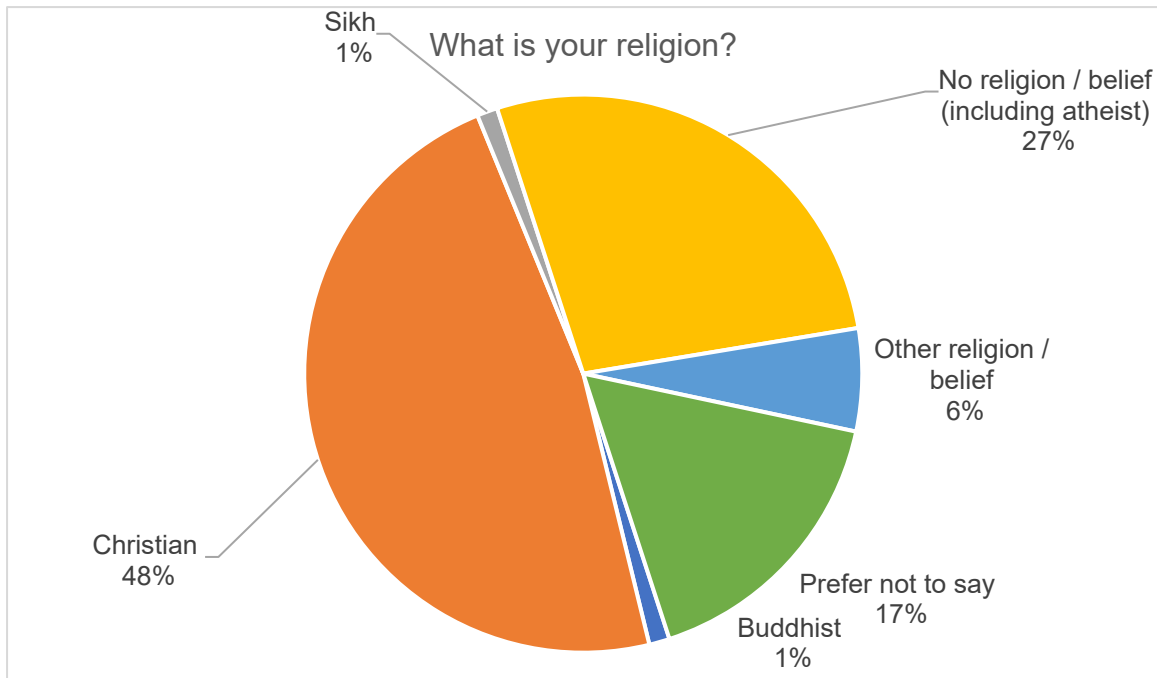
(number of responses 28)

The highest amount respondents identified as British, Welsh, Scottish, Northern Irish (88%).



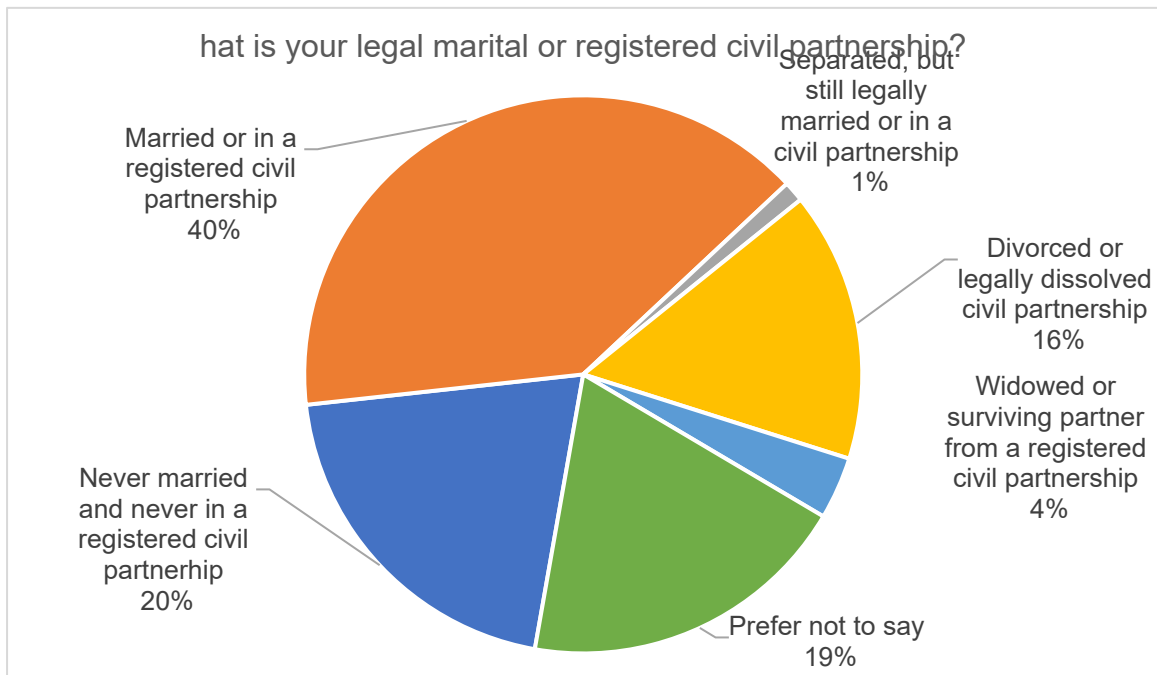
(number of responses 85)

The highest percentage of those who responded identified as Christian (48%), followed by no religion / belief (including atheist) (27%).



(number of responses 84)

When asked what their marital or civil partnership status is, the highest percentage of respondents said they were married or in a registered civil partnership (40%).



(number of responses 83)

Next steps

Now the consultation has closed, all feedback will be collated and analysed. The feedback will be used to update the draft Housing Strategy so that it reflects key themes identified. This will then go through the Council's approval process and if

approved will be put into place. The Strategy will help to inform future strategic housing plans.

This page is intentionally left blank

BARNSELY METROPOLITAN BOROUGH COUNCIL

REPORT OF: EXECUTIVE DIRECTOR OF CORE SERVICES

TITLE: STATUTORY POLLING DISTRICT AND PLACE REVIEW 2023

REPORT TO:	Cabinet
Date of Meeting	24 January 2024
Cabinet Member Portfolio	Core Services
Key Decision	No
Public or Private	Public

Purpose of report

To implement the outcomes of the statutory polling place review listed in appendix 1.

Council Plan priority

N/A

Recommendations

That Cabinet recommend to Full Council:-

1. That the council designates the polling districts and places listed in Appendix 1 for all Parliamentary and Local elections.
2. That the council empowers the Returning Officer to make any enforced changes to this schedule as required if buildings become unavailable in consultation with the elected members for the affected ward until the next statutory review.

1. INTRODUCTION

- 1.1 The Council is required to undertake a review of polling districts and stations every five years under the Electoral Administration Act (EAA) 2006.
- 1.2 The Electoral Registration and Administration Act (ERAA) 2013 introduced a change to the timing of compulsory reviews of UK Parliamentary polling districts and polling places meaning that the next review must take place between October 2023 and December 2024.
- 1.3 As part of this review the council ran a six-week public from Monday 2

October until Sunday 19 November. All elected members were also contact directly for their comments.

- 1.4 54 responses were received from members of the public and comments from elected members were received with regard to the polling stations for Darfield and Wombwell wards.

2. PROPOSAL

- 2.1 As a result of these responses and following investigations by staff of the Returning Officer four changes from the current scheme of polling stations are recommended. These changes have already been shared with the elected members for the affected ward:

- 1) Darfield Ward Polling District CE – The Sportsman Inn. Since the closure of Darfield Valley Methodist church in 2021, there has not been a polling station in the Low Valley area of Darfield with the residents forced to travel further to other polling stations. This change will re-establish a polling station in Darfield Low Valley with the polling districts reverting to their pre 2022 boundaries.
- 2) Wombwell Ward Polling District TA – Temporary Building on Wilson Street. Due to the Covid19 pandemic we did not use High View Primary School as the polling station in 2021, instead using this temporary building. The feedback on this change has been positive so it has now been made permanent.
- 3) Wombwell Ward Polling District TC – Wombwell Community Hall. Feedback was received that this building was in a preferential position to the previous polling station at the Salvation Army. This change also means that the polling station will no longer disrupt the operation of the food bank at the Salvation Army.

3. IMPLICATIONS OF THE DECISION

3.1 Financial and Risk

None

3.2 Legal

None

3.3 Equality

Not applicable

3.4 Sustainability

Decision-making wheel not completed – not applicable in this instance.

3.5 Employee

None

3.6 Communications

None

4. CONSULTATION

There was a six-week public from Monday 2 October until Sunday 19 November. The responses are listed in Appendix 2

5. ALTERNATIVE OPTIONS CONSIDERED

None

6. REASONS FOR RECOMMENDATIONS

- 6.1 The changes recommended are consistent with feedback received both from the public and from elected members. There were some responses suggesting that we stop using some buildings but in these instances alternatives could not be found. Full commentary on this is included in Appendix 1.

7. GLOSSARY

None

8. LIST OF APPENDICES

Appendix 1: Polling Station Final Proposals.
Appendix 2: Summary of consultation responses.

9. BACKGROUND PAPERS

None

10. REPORT SIGN OFF

Financial consultation & sign off	Colette Tyrell 12/12/2023 Senior Financial Services officer consulted
Legal consultation & sign off	Sukdave Ghuman 12/11/2023 Legal Services officer consulted

Report Author: Peter Clark
Post: Head of Registration and Elections
Date: 21/11/2023

This page is intentionally left blank

Polling District	Polling Station	Proposal
Central Ward - Barnsley North Constituency		
AA	Baptist Church School Room, Union Street, Barnsley, S70 1JJ	No comments received
AB	Barnsley Community and Voluntary Services, 23 Queens Road, Barnsley, S71 1AN	No comments received
AC	East Dene Working Men's Club, 111 Doncaster Road, Barnsley, S70 1UD	No comments received
AD	Church of the Nazarene, Sheffield Road, Barnsley, S70 4PH	No comments received
AE	The Full House, Rotherham Road, Monk Bretton, Barnsley, S71 2NW	No comments received
AF	Harborough Hill Working Men's Club, 14 Vernon Street, Barnsley, S71 1BW	No comments received
AG	Quaker Meeting House, 2a Western Street, Barnsley, S70 2BP	No comments received
Cudworth Ward - Barnsley North Constituency		
BA	The Business Village Cudworth, 25 Snydale Road, Cudworth, Barnsley, S72 8DG	No comments received
BB	Drummond's Cafe, 188 Pontefract Road, Cudworth, Barnsley, S72 8BE	No comments received
BC	Darfield Road Community Centre, Darfield Road, Cudworth, Barnsley, S72 8RL	No comments received
BD	Valley Community Centre, Manor Road, Cudworth, Barnsley, S72 8DG	No comments received
BE	The Olde Bridge Inn, Burton Road, Monk Bretton, Barnsley, S71 5RP	No comments received

Polling District	Polling Station	Proposal
Darfield Ward - Barnsley South Constituency		
CA	Darfield Cadet Hut, Cliffe Road, Darfield, Barnsley, S73 9HP	No comments received
CB	Darfield Wesley Methodist Church, Barnsley Road, Darfield, Barnsley, S73 9PB	No comments received
CC	Darfield Community Centre, Illsley Road, Darfield, Barnsley, S73 9AL	No comments received
CD	Upperwood Academy, Dartree Walk, Darfield, Barnsley, S73 9NL	No comments received
CE	The Sportsman Inn, 8 Pitt Street, Low Valley, Darfield, Barnsley, S73 8AR	Since the closure of Darfield Valley Methodist church in 2021, there has not been a polling station in the Low Valley area of Darfield with the residents forced to travel further to other polling stations. This change will re-establish a polling station in Darfield Low Valley with the polling districts reverting to their pre 2022 boundaries.
CF	Billingley Community Centre, Back Lane, Billingley, Barnsley, S72 0JF	No comments received
CG	St Michael's RC J&I School, Stonyford Road, Wombwell, Barnsley, S73 8AF	No comments received
CH	Broomhill Polling Station - former Post Office, 162 Everill Gate Lane, Wombwell, Barnsley, S73 0YQ	No comments received
CI	Houghton Main Welfare and Sports Club Ltd, Sports Ground, Middlecliffe Lane, Little Houghton, Barnsley, S72 0HW	No comments received

Appendix 1

Polling District	Polling Station	Proposal
Darton East Ward - Barnsley North Constituency		
DA	Outreach Christian Centre, 80 Station Road, Darton, Barnsley, S75 5AF	A comment was received that this venue does not have good disabled access facilities. It does and the Returning Officer's staff will ensure these are well signed for future elections.
DB	St John's Church Hall, Greenside, Staincross, Barnsley, S75 6GU	No comments received
DC	Temporary Building, Grasmere Crescent, Staincross, Barnsley	No comments received
DD	Alder Close Community Centre Alder Close Staincross S75 6JA	No comments received
DE	Spark Lane Wesleyan Reform Church, Spark Lane, Mapplewell, Barnsley, S75 6AA	A comment was received about the area that this polling station serves and that the residents at the end of Bar Lane have a long distance to travel. This was reviewed but unfortunately no alternatives more central to the area could be found.
DF	Mapplewell and Staincross Village Hall, Darton Lane, Mapplewell, Barnsley, S75 6AL	No comments received
DG	Temporary Mobile Unit, Woolley Colliery, Woolley Colliery, Barnsley	No comments received

Polling District	Polling Station	Proposal
Darton West Ward - Barnsley North Constituency		
EA	All Saints Parish Hall, Church Street, Darton, Barnsley, S75 5NQ	No comments received
EB	Priestley Avenue Community Centre, Priestley Avenue, Kexborough, Barnsley, S75 5LG	No comments received
EC	Kexborough Methodist Church Hall, Churchfield Lane, Darton, Barnsley, S75 5DN	No comments received
ED	Barugh Green Working Men's Club, Higham Common Road, Barugh Green, Barnsley, S75 1LD	No comments received
EE	St Thomas's Community Centre, Church Street, Gawber, Barnsley, S75 2RL	No comments received
EF	Wilthorpe and Redbrook Community Centre, Wilthorpe Road, Barnsley, S75 1JF	No comments received
Dearne North Ward - Barnsley South Constituency		
FA	Goldthorpe Parish Hall, Lockwood Road, Goldthorpe, Rotherham, S63 9JY	No comments received
FB	Gooseacre Primary School, Gooseacre Avenue, Off Merrill Road, Thurnscoe, Rotherham, S63 0NU	No comments received
FC	The Hill Primary Academy, Tudor Street, Thurnscoe, Rotherham, S63 0DS	No comments received
FD	Thurnscoe Family Centre, Station Road, Thurnscoe, Rotherham, S63 0JR	No comments received
FE	Houghton Road Community Centre, Houghton Road, Thurnscoe, Rotherham, S63 0NA	No comments received
Dearne South Ward - Barnsley South Constituency		
GA	Highgate Sports and Social Club, 140 Barnsley Road, Highgate Lane, Goldthorpe, S63 9AP	A comment was received about the lack of public toilets. This comment was not considered as it is not a requirement for us to provide public toilets at polling stations.
GB	Dearne Youth Club, Goldthorpe Green, Off Furlong Road, Goldthorpe, Rotherham, S63 9EJ	No comments received
GC	Furlong Road Methodist Church Hall, Furlong Road, Bolton-on-Deerne, Rotherham, S63 8HU	No comments received
GD	Heather Court Flats - Community Room, Carrfield Lane, Bolton-upon-Deerne, Rotherham, S63 8EU	No comments received
GE	Willowcroft Flats, Dearne Road, Bolton-Up-on-Deerne, Rotherham, S63 8LF	No comments received

Polling District	Polling Station	Proposal
Dodworth Ward - Penistone and Stocksbridge Constituency		Note S prefix has been removed from polling district reference
HA	Pollyfox Community Centre, Pollyfox Way, Dodworth, Barnsley, S75 3QR	No comments received
HB	Wharnccliffe Communal Centre, Wharnccliffe, Dodworth, Barnsley, S75 3QA	No comments received
HC	Sure Start - Conservatory, Barnsley Road, Barnsley S75 3JS	No comments received
HD	Moorlands Training Centre, Moorland Avenue, Barnsley, S70 6PQ	A comment was received questioning the suitability of this building. Unfortunately there are no alternatives to this building in the local area so the Returning Officer's staff will work with the building owners to make the building as suitable as possible for use.
HE	Higham Methodist Church, Higham Common Road, Higham, Barnsley, S75 1PQ	No comments received
HF	Coopers School of Performing Arts, Wade Street, Barnsley, S75 2DY	No comments received
HG	St Thomas's Community Centre, Church Street, Gawber, Barnsley, S75 2RL	No comments received
Hoyland Milton Ward - Barnsley South Constituency		
IA	Greenfield Primary School Nursery Unit, Cherrytree Street, Hoyland, Barnsley, S74 9RG	No comments received
IB	St Andrew's Community Centre, St Andrew's Road, Hoyland, Barnsley, S74 9HD	No comments received
IC	The Hoyland Centre, High Croft Hoyland Barnsley S74 9AF	No comments received
ID	Sunrise Manor Community Centre, Guest Street, Hoyland, Barnsley, S74 9SW	No comments received
IE	Blacker Hill Lifelong Learning Centre, Nursery, Wentworth Road, Blacker Hill, Barnsley, S74 0RL	No comments received
IF	Gray Street Community Centre, Gray Street, Elsecar, Barnsley, S74 8JJ	No comments received
IG	The Ellis CE Primary School, Nursery, The Ellis CE Primary School, School Street, Hemingfield, Barnsley, S73 0PS	No comments received
IH	Jump Wesleyan Reform Church, Church Street, Jump, Barnsley, S74 0HZ	No comments received

Polling District	Polling Station	Proposal
Kingstone Ward - Barnsley South Constituency		
JA	Locke Park Club & Institute, 189 Park Road, Barnsley S70 1YN	No comments received
JB	Vestry, St. Edward The Confessor Church, Racecommon Road, Barnsley, S70 6JY	No comments received
JC	Trinity United Reformed Church, Farrar Street, Barnsley, S70 6BS	No comments received
JD	Shaw Lane Sports Club, Shaw Lane, Barnsley, S70 6HZ	No comments received
JE	St Luke's Church Hall, Highstone Road, Barnsley, S70 4EJ	No comments received
Monk Bretton Ward - Barnsley North Constituency		
KA	Temporary Building, Land on Belmont Avenue, Smithies, Barnsley, S71 2AR	No comments received
KB	Monk Bretton Community Centre, Silverdale Drive, Monk Bretton, Barnsley, S71 2PP	No comments received
KC	St Paul's Parish Centre, Cross Street, Monk Bretton, Barnsley, S71 2HQ	No comments received
KD	St Helen's Primary Academy, St Helen's Way, Monk Bretton, Barnsley, S71 2PS	No comments received
KE	Burton Grange Community Centre, Wike Road, Burton Grange, Barnsley, S71 5NJ	No comments received
KF	Priory Campus, Pontefract Road, Lundwood, Barnsley, S71 5PN	No comments received
KG	Carlton Parish Hall, Carlton, Barnsley, S71 3EW	No comments received

Polling District	Polling Station	Proposal
North East Ward- Barnsley North Constituency		
LA	Brierley Methodist Church, Church Street, Brierley, Barnsley, S72 9HT	No comments received
LB	Brierley CE Primary School, Beech Close, Brierley, Barnsley, S72 9EJ	No comments received
LC	Grimethorpe Community Centre, St Luke's Road, S72 7FN	No comments received
LD	Grimethorpe Pentecostal Church Brierley Road Grimethorpe S72 7EH	No comments received
LE	Grimethorpe Ladywood Primary School, Nancy Road, Grimethorpe, Barnsley, S72 7JX	No comments received
LF	Shafton Community Centre, High Street, Shafton, Barnsley, S72 8QA	No comments received
LG	Doghill Community Centre, Bedale Walk, Shafton, Barnsley, S72 8RG	No comments received
LH	Great Houghton Welfare Hall, Rotherham Road, Great Houghton, Barnsley, S72 0EG	No comments received
LI	Great Houghton Methodist Church, High Street, Great Houghton, Barnsley, S72 2AA	No comments received

Polling District	Polling Station	Proposal
Old Town Ward - Barnsley North Constituency		
MA	Temporary Building, Land Opposite 89 Newhill Road, Newhill Road, Monk Bretton, Barnsley	No comments received
MB	Coopers School of Performing Arts, Wade Street, Barnsley, S75 2DY	No comments received
MC	St Paul's Church Hall, Greenford Lane, Barnsley, S75 2TB	No comments received
MD	Wilthorpe and Redbrook Community Centre, Wilthorpe Road, Barnsley, S75 1JF	No comments received
ME	Emmanuel Methodist Church, Room 1, Huddersfield Road, Barnsley, S75 1DT	No comments received
MF	Honeywell Street Community Centre, Orchard Walk, Off Honeywell Street, Barnsley	No comments received
MG	Summer Lane Primary School, Summer Lane, Barnsley, S75 2AW	No comments received
MH	Temporary Building at The Fleets, Barnsley College, Smithies Lane, Barnsley	No comments received

Polling District	Polling Station	Proposal
Penistone East Ward - Penistone and Stocksbridge Constituency		
NA	The Parish Room, Church Lane, Cawthorne, Barnsley, S75 4HP	No comments received
NB	The Cherry Tree Inn, Church Lane, High Hoyland, Barnsley, S75 4BE	No comments received
NC	Green Moor Methodist Church, Chapel Lane, Green Moor, Wortley, Sheffield, S35 7DQ	No comments received
ND	St Aidans Church, Sheffield Road, Oxspring, Barnsley, S36 8YW	No comments received
NE	Huskar Community Rooms, The Cross, Silkstone, Barnsley, S75 4LX	No comments received
NF	Silkstone Common Methodist Church, Ben Bank Road, Silkstone Common, Barnsley, S75 4PA	No comments received
NG	The Pavilion, Hood Green, Hood Green Road, Hood Green, Barnsley, S75 3EU	No comments received
NH	The Pavilion, Hood Green, Hood Green Road, Hood Green, Barnsley, S75 3EU	No comments received
NI	Thurgoland Village Hall, Roper Lane, Thurgoland, Sheffield, S35 7AA	No comments received
NJ	Crane Moor Methodist Church Hall, Crane Moor, Sheffield, S35 7AT	No comments received
NK	Glebe Court, Westwood New Road, Tankersley, Barnsley, S75 3DG	No comments received
NL	Tankersley Welfare Hall, Pilley Lane, Tankersley, Barnsley, S75 3AP	No comments received
NM	Hoylandswaine Village Hall, Hoylandswaine, Sheffield, S36 7JJ	No comments received
NN	Wortley Parish Church, Halifax Road, Wortley Village, Sheffield, S35 7DS	No comments received

Polling District	Polling Station	Proposal
Penistone West Ward - Penistone and Stocksbridge Constituency		
OA	Bank View Café, Langsett, Stocksbridge, Sheffield, S36 4GY	No comments received
OB	Millhouse Institute, Manchester Road, Millhouse Green, Sheffield, S36 9NA	No comments received
OC	Thurlstone Primary School, Thurlstone, Sheffield, S36 9RD	No comments received
OD	St John's Community Centre, Church Street, Penistone, Sheffield, S36 6AR	No comments received
OE	Cubley Hall, Mortimer Road, Cubley, Penistone, Sheffield, S36 9DF	No comments received
OF	Penistone Community Church, Sheffield Road, Spring Vale, Sheffield, S36 6HF	No comments received
OG	The Parish Community Centre, Sheffield Road, Victoria, Holmfirth, HD9 7TP	No comments received
OH	Temporary Building at The Fountain Inn, Wellthorne Lane, Ingbirchworth, Sheffield, S36 7GJ	No comments received
Rockingham Ward - Barnsley South Constituency		
PA	Hoyland Common Community Centre, Fitzwilliam Room, 30a Hoyland Road, Hoyland Common, Barnsley, S74 0PB	No comments received
PB	Hillcrest Community Centre, Hillcrest, Hoyland, Barnsley, S74 0BU	No comments received
PC	Parkside Community Centre, 100 Chapel Street, Hoyland Common, Barnsley, S74 0NP	No comments received
PD	Cloughfields Community Centre, Shaftesbury Drive, Hoyland, Barnsley, S74 0HR	No comments received
PE	Kirk View Community Centre, Kirk View, Kirk Balk, Hoyland, Barnsley, S74 9HY	No comments received
PF	St Helen's Catholic Primary School, West Street, Hoyland, Barnsley, S74 9DL	No comments received
PG	Birdwell Community Centre, Rockingham Street, Birdwell, Barnsley, S70 5TQ	No comments received
PH	Birdwell Methodist Church, Sheffield Road, Birdwell, Barnsley, S70 5XB	No comments received

Polling District	Polling Station	Proposal
Royston Ward - Barnsley North Constituency		
QA	Carlton Parish Hall, Carlton, Barnsley, S71 3EW	No comments received
QB	St John the Baptist Church, Royston Lane, Royston, Barnsley, S71 4NJ	No comments received
QC	Manor Court Community Centre, West End Avenue, Royston, Barnsley, S71 4LP	No comments received
QD	Royston Lifelong Learning Centre, Station Road, Royston, Barnsley, S71 4EP	No comments received
QE	Meadow Crescent Community Centre, Meadow Crescent, Royston, Barnsley, S71 4DJ	No comments received
St. Helen's Ward - Barnsley North Constituency		
RA	Athersley Community Shop - Cafe, Lindhurst Road, Athersley North, Barnsley, S71 3DQ	No comments received
RB	Roundhouse Lifelong Learning Centre, Laites Crescent, Athersley, Barnsley, S71 3AE	No comments received
RC	Athersley South Primary School, School House, Wakefield Road, Barnsley, S71 3TP	No comments received
RD	Temporary Building, Wingfield Road, Wingfield Road, Athersley, Barnsley	No comments received
RE	Blessed Sacrament Church, Matlock Road, Athersley, Barnsley, S71 3SG	No comments received
RF	Roundhouse Medical Centre, Wakefield Road, Smithies, Barnsley, S71 1TH	No comments received
RG	Temporary Building at Ravenfield Drive/Rotherham Road Junction, Rotherham Road, Smithies, Barnsley, S71 1NL	No comments received



Polling District	Polling Station	Proposal
Stairfoot Ward - Barnsley South Constituency		
SA	Caretaker's Building, Oakhill Primary School, Doncaster Road, Barnsley, S71 5AG	No comments received
SB	Ardsley Christ Church Hall, Doncaster Road, Ardsley, Barnsley, S71 5EF	No comments received
SC	Ebenezer Church, Hunningley Close, Barnsley, S70 3DP	No comments received
SD	Kendray Business Centre, Thornton Road, Kendray, Barnsley, S70 3NG	No comments received
SE	Hudson Haven Sheltered Housing, Storey's Gate, Wombwell, Barnsley, S73 8EZ	No comments received
Wombwell Ward - Barnsley South Constituency		
TA	Temporary Building, Land on Wilson Street, Wombwell, Barnsley, S73 8LT	Due to the Covid19 pandemic we did not use High View Primary School as the polling station in 2021, instead using this temporary building. The feedback on this change has been positive so it has now been made permanent.
TB	The Wombwell Centre, Barnsley Road, Wombwell, Barnsley, S73 8HT	No comments received
TC	Wombwell Community Hall, Church Street, Wombwell, Barnsley, S73 0DQ	Feedback was received that this building was in a preferential position to the previous polling station at the Salvation Army. This change also means that the polling station will no longer disrupt the operation of the food bank at the Salvation Army.
TD	Hillies Golf Club, Wentworth View, Wombwell, S73 0LA	No comments received
TE	Wombwell Main Community Centre, Windmill Road, Wombwell, Barnsley, S73 0LP	No comments received
TF	Temporary Building, Land on Junction Street/Junction Close, Wombwell, Barnsley	No comments received

Polling District	Polling Station	Proposal
Worsbrough Ward - Barnsley South Constituency		
UA	Pavilion, Worsbrough Dale Park, High Street, Worsbrough Bridge, Barnsley, S70 4SF	No comments received
UB	Worsbrough Library, Elm House Estate, Queensway, Worsbrough, Barnsley, S70 5ER	No comments received
UC	St Mary's Parish Hall, Worsbrough Road, Worsbrough Village, Barnsley, S70 5LW	No comments received
UD	Maltas Court Community Centre, Maltas Court, Worsbrough Dale, Barnsley, S70 4QG	No comments received
UE	Worsbrough Bridge Community Centre, Edmund Street, Worsbrough, Barnsley, S70 5AZ	No comments received
UF	Ward Green Baptist Church, Vernon Road, Worsbrough, Barnsley, S70 5AZ	No comments received
UG	Ward Green Community Centre, Genn Lane, Ward Green, Barnsley, S70 6NP	No comments received

This page is intentionally left blank

Appendix 2

Consultation Responses - Polling District and Place Review 2023

1. Overall do you agree with our choice of buildings to be used as polling stations?				
Answer Choices			Response Percent	Response Total
1	Yes		81.48%	44
2	No		18.52%	10
			answered	54
			skipped	0
Comments: (21)				
1	02/10/2023 12:50 PM ID: 227907563	The Club at Highgate in Dearne South is not suitable as there's no direct access to public toilets, you have to walk through the pub.		
2	02/10/2023 15:55 PM ID: 227927668	The council do a very good job On polling station provision		
3	02/10/2023 18:29 PM ID: 227941246	Closing schools and disrupting children's education and causing parents child care issues when there are thousands of church halls, community centres, sports halls, etc. that could be used instead is a ridiculous decision made by every local authority in the country. Especially when you have the audacity to fine parents for taking their kids out of school because it "disrupts" their education. I don't even have children but can see how infuriating this must be to parents.		
4	02/10/2023 18:57 PM ID: 227943215	Schools should not be used as teachers have enough time off - there's alot of community centres that need the funding to keep sustainable and isn't that part of barnsley strategy for 2020 - 2030		
5	04/10/2023 08:17 AM ID: 228061316	Wombwell - happy with the current polling stations in use		
6	04/10/2023 08:35 AM ID: 228062387	Licensed premises, including sports, social and working men's clubs are not appropriate venues for polling stations. Not only are their cultural barriers that would prevent certain BME and religious residents attending these venues, but they are also intimidating to cohorts of society including women and LGBT residents.		
7	04/10/2023 08:44 AM ID: 228063396	In general Yes however, the station I have been PO for is not fit for purpose unfortunately - Moorland Training Centre		
8	04/10/2023 18:52 PM ID: 228134201	I would like to raise a concern in relation to the positioning of a Polling Station within the Darton East Ward which could have an adverse effect on voter turnout. This is in relation to the location of the Wesleyan Church Polling Station (DE) on Spark Lane and the range of the area in which this polling station serves. This polling station is also located close to another, that being the Mapplewell and Staincross Village Hall. The concern of this location is in relation to the furthest distance needed to travel by electors to access a polling station. The location does not provide an equitable distance travelled in comparison to other polling areas in the Darton East Ward.		

1. Overall do you agree with our choice of buildings to be used as polling stations?

		The area that the Wesleyan Church covers has in previous years been served by other polling station location such as the Co-op Carpark on Blacker Road and the Methodist Church on Blacker Road. Each time the polling station has moved, it has created a greater distance between the polling station and the furthest elector within that polling district. This distance ranges currently from the Wesleyan Church on Spark Lane to properties East of this area stretching up to the Eastfield Arms at the end of Bar Lane. The distance goes well over 1000metres.
9	06/10/2023 08:51 AM ID: 228254330	None.
10	06/10/2023 10:41 AM ID: 228265632	The polling station situated in Worsbrough Dale park is an ideal location. There is easy access for all users, a permanent ramp for wheel chair access and those with mobility problem. There are multiple access points to get to the polling station. It is roomy, not cramped, and it is a good use of a council owned facility.
11	06/10/2023 14:52 PM ID: 228293321	Schools shouldn't be used as its a day off ,off learning. They get enough days off.
12	06/10/2023 14:57 PM ID: 228293984	Yes our local community centre is perfect for accessibility, facilities and space.
13	06/10/2023 15:26 PM ID: 228296780	Schools should not need to close - go online
14	06/10/2023 15:30 PM ID: 228297282	I understand that it may be difficult to source locations that will consent to being used for a polling station and also be accessible for all abilities but I do not agree with the use of portacabins, especially when placed in housing estates as was the case in Smithies this year. The necessary generator was a disturbance throughout the day/night and the volume of traffic was too much for a small street.
15	06/10/2023 19:32 PM ID: 228315708	Chapel/church in Darton not suitable for people with disability issues
16	09/10/2023 08:40 AM ID: 228397241	Some times how to get in to those buildings is unclear - for example we use Oakhill Primary School – Caretaker Building - which is inside school grounds and the car park gate was locked when we arrived even though it was meant to be open - was rectified but could have been seen as a deterrent.
17	14/10/2023 19:39 PM ID: 228978960	The space is relatively small in my polling station, but I like the location.
18	24/10/2023 12:40 PM ID: 229764721	Think the polling stations in Darton East could be spread more evenly across the ward.
19	30/10/2023 13:06 PM ID: 230200236	All ok
20	03/11/2023 08:26 AM ID: 230558325	Plenty of choice in the area
21	03/11/2023 21:04 PM ID: 230611239	Although I do think you should be able to visit any polling station within your ward area and not just the specific one linked to your address.

2. Are there any buildings you think we should start using?

Answer Choices		Response Percent	Response Total
1	Open-Ended Question	100.00%	27
1	02/10/2023 12:32 PM ID: 227906150	Shafton Community Centre an option	

2. Are there any buildings you think we should start using?

2	02/10/2023 12:50 PM ID: 227907563	The building used before the club in the grounds of Highgate was more suitable
3	02/10/2023 15:55 PM ID: 227927668	I think we could use mappelwell And staincross village hall
4	02/10/2023 18:15 PM ID: 227940438	Middlecliffe club
5	02/10/2023 18:29 PM ID: 227941246	Any halls, community centres etc that AREN'T schools.
6	02/10/2023 18:57 PM ID: 227943215	Community centres and church halls
7	04/10/2023 08:14 AM ID: 228061237	The Dearne Playhouse basement would be a suitable option once refurbishment is completed by Autumn 2024.
8	04/10/2023 08:17 AM ID: 228061316	N/A
9	04/10/2023 08:35 AM ID: 228062387	Buildings that are neutral without religious affiliation - secular community centres/halls, youth centres, family centres, libraries, gyms and sports venues
10	04/10/2023 14:44 PM ID: 228108351	No
11	04/10/2023 18:52 PM ID: 228134201	I think the DE polling station in Darton East could do with being looked at in order to find a more suitable location that offers a more equitable distance to travel to for voters.
12	06/10/2023 08:34 AM ID: 228252897	Maybe if the CoOp in Hoyland town centre was made accessible, St John Community centre is a bit out of the way for many. Given it may be a Community Shop I read, it's a good central place once up and running.
13	06/10/2023 08:51 AM ID: 228254330	Don't know. Ours is great (Clough fields community centre, Hoyland).
14	06/10/2023 10:41 AM ID: 228265632	None I can think of
15	06/10/2023 14:52 PM ID: 228293321	Supermarkets could this work? an area for voting. will ring more shoppers
16	06/10/2023 15:26 PM ID: 228296780	Centrally located buildings in areas rather than multiple small locations - why not use 2/3 large locations that cover multiple polling districts instead of having to use multiple small buildings - make sure they are on public transport routes
17	06/10/2023 15:30 PM ID: 228297282	Community centre/church halls are a much better venue. Not only are they better for the polling staff but also a way for people within the community to see what else might be happening (such as local events) in such venues.
18	06/10/2023 15:39 PM ID: 228298789	Metrodome perhaps?
19	06/10/2023 15:58 PM ID: 228300697	Mapplewell village hall
20	06/10/2023 19:32 PM ID: 228315708	Darton primary school
21	09/10/2023 08:40 AM ID: 228397241	None come to mind - but accessibility should be a priority where possible and awareness given if a building isn't so postal can be used - I think more awareness raising in the run up to the election maybe pop ups in town/ principal towns might help.
22	09/10/2023 19:08 PM ID: 228481421	Buckley Methodist Church's Schoolroom is available. It's easily accessible, car park, currently used for Councillors' Surgery. S70 1 JN

2. Are there any buildings you think we should start using?

23	14/10/2023 19:39 PM ID: 228978960	Utilising spaces that are not frequently in use could be helpful, but this will depend on the area in question.	
24	24/10/2023 12:40 PM ID: 229764721	A good place would be a venue near to the Mapplewell Co Op or this car park used to hold a temporary polling station. The residents who travel from the border of the ward at Eastfield Crescent area have a long walk to the polling station the population in this area are primarily elderly, many have health issues that limit mobility.	
25	30/10/2023 13:06 PM ID: 230200236	No	
26	30/10/2023 21:15 PM ID: 230253027	Glassworks	
27	03/11/2023 08:26 AM ID: 230558325	Darton lift Centre Woolley Colliery Cricket club Methodist Church	
		answered	27
		skipped	27

3. Are there any buildings we should stop using as polling stations?

Answer Choices		Response Percent	Response Total
1	Open-Ended Question	100.00%	27
1	02/10/2023 12:32 PM ID: 227906150	No. Shafton Club adequate. Sceptone Close also adequate for Shafton voters	
2	02/10/2023 12:50 PM ID: 227907563	Highgate Club	
3	02/10/2023 15:55 PM ID: 227927668	Porta cabins	
4	02/10/2023 18:15 PM ID: 227940438	Houghton main miners welfare	
5	02/10/2023 18:29 PM ID: 227941246	SCHOOLS!!!	
6	02/10/2023 18:48 PM ID: 227942669	School	
7	02/10/2023 18:57 PM ID: 227943215	Schools!!!!!!	
8	04/10/2023 08:17 AM ID: 228061316	Not aware of any	
9	04/10/2023 08:35 AM ID: 228062387	As above	
10	04/10/2023 08:44 AM ID: 228063396	Yes - Moorland Training Centre. The room is far too small and also very dirty as only used once a year for elections. Although we have always tried our best it is hard in such a small place to keep things as confidential as possible for voters.	
11	04/10/2023 08:51 AM ID: 228064823	containers	

3. Are there any buildings we should stop using as polling stations?

12	04/10/2023 14:44 PM ID: 228108351	No	
13	04/10/2023 15:43 PM ID: 228116365	Temporary ones without certain facilities for poll staff - it's a long day.	
14	04/10/2023 18:52 PM ID: 228134201	I think the DE polling station in Darton East could do with being looked at in order to find a more suitable location that offers a more equitable distance to travel to for voters.	
15	06/10/2023 08:51 AM ID: 228254330	Don't know.	
16	06/10/2023 10:41 AM ID: 228265632	None that I can think of	
17	06/10/2023 14:52 PM ID: 228293321	Schools	
18	06/10/2023 15:26 PM ID: 228296780	Schools, libraries, personal dwellings, pubs, temporary buildings or ideally, all buildings, go online, make it digital so you can vote from anywhere, just have support hubs located in areas to assist people who may have difficulty accessing the systems	
19	06/10/2023 15:30 PM ID: 228297282	Portacabins for the reasons mentioned above	
20	06/10/2023 15:58 PM ID: 228300697	any temporary buildings	
21	06/10/2023 19:32 PM ID: 228315708	Darton church/chapel on darton lane	
22	06/10/2023 19:37 PM ID: 228316013	Schools	
23	09/10/2023 08:40 AM ID: 228397241	Again no specifics but an audit/review around accessibility of venues as part of this process might be helpful to identify where changes are needed.	
24	14/10/2023 19:39 PM ID: 228978960	I'm not sure.	
25	30/10/2023 13:06 PM ID: 230200236	No	
26	30/10/2023 13:55 PM ID: 230208652	No	
27	03/11/2023 08:26 AM ID: 230558325	No	
		answered	27
		skipped	27

4. Do you have any other comments on what polling stations should be used?

Answer Choices		Response Percent	Response Total
1	Open-Ended Question	100.00%	16
1	02/10/2023 12:50 PM ID: 227907563	Highgate School.	

4. Do you have any other comments on what polling stations should be used?

2	02/10/2023 15:55 PM ID: 227927668	Councillors surgeries Advice centers	
3	02/10/2023 18:29 PM ID: 227941246	No, just stop using schools causing them to be closed for the day because with the number of empty buildings there are it's absolutely outrageous that you're disrupting children's education for this.	
4	02/10/2023 18:57 PM ID: 227943215	You should consult with the community where they would like to have a polling station	
5	04/10/2023 08:17 AM ID: 228061316	N/A	
6	04/10/2023 08:35 AM ID: 228062387	N/A	
7	04/10/2023 14:44 PM ID: 228108351	No	
8	06/10/2023 08:51 AM ID: 228254330	No.	
9	06/10/2023 10:41 AM ID: 228265632	No.	
10	06/10/2023 15:26 PM ID: 228296780	Large buildings where multiple wards can be voted for under one roof with the ability to vote digitally too	
11	06/10/2023 15:58 PM ID: 228300697	ones with working facilities and kitchens	
12	06/10/2023 19:32 PM ID: 228315708	No	
13	09/10/2023 08:40 AM ID: 228397241	I personally have no major problems accessing the building I use to vote, I think ultimately getting people involved in the voting process is the bigger challenge.	
14	14/10/2023 19:39 PM ID: 228978960	I do believe in making more space inside the polling booth so that electors can make their mark on the individual ballot paper/s if multiple polls are taking place on the same day by separating them. For example, mayoral and local council elections taking place on the same day. As an Autistic person, I think that such a suggestion can make the process more accessible and smoother. The space inside the polling station should reflect this.	
15	30/10/2023 13:55 PM ID: 230208652	Provide tea and coffee.	
16	03/11/2023 08:26 AM ID: 230558325	Use buildings already in place to limit the cost of hiring/transporting etc for temporary buildings	
		answered	16
		skipped	38

Item 9

Report of the Interim Head of Governance and Elections

FULL COUNCIL 1 FEBRUARY 2023

UPDATES AND AMENDMENTS TO THE COUNCIL'S CONSTITUTION

1. Purpose of the Report

- 1.1 To seek full Council's approval for a number of constitutional updates and amendments.

2. Background

- 2.1 Under section 9P of the Local Government Act 2000 (LGA 2000) the Council is under a duty to prepare and keep up to date a Constitution. Section 9P of the LGA 2000 states that the Constitution must contain:

- The standing orders/procedure rules;
- The Members' Code of Conduct;
- Such information as the Secretary of State may direct;
- Such other information (if any) as the Council considers appropriate.

- 2.2 Work was recently undertaken to ensure that current officer delegations are accurate and content and legislative references up to date. This resulted in the changes approved at the meeting of Full Council in November 2023.

- 2.3 In tandem, a review of the Contract Procedure Rules has been undertaken and appears early on the Council agenda. Any changes agreed in relation to this item will be reflected in the Constitution.

- 2.4 Work has also been undertaken to review the delegations in relation to partnering arrangements with Berneslai Homes to ensure these remain up to date, relevant, and reflect practice. This work has resulted in the proposed amendments at appendix 1.

3. Summary of proposed constitutional amendments

- 3.1 Full details of the amendments proposed can be seen at appendix 1

4. Legal & Risk Implications

- 4.1 Section 9P of the Local Government Act 2000, every local authority is under a duty to prepare and keep up to date its Constitution. These amendments and the development of a review programme will help to ensure that these legal requirements are met.

5. Recommendations

5.1 That full Council approve the constitutional amendments set out at Appendix 1

6. Appendices

- Appendix 1 – 4b -Bernesai Homes Delegations

Contact officer: Peter Clark
Date: 19 February 2024

BERNESLAI HOMES DELEGATIONS

BACKGROUND

On 1st December 2002, the Council established Berneslai Homes (known as the Organisation), as an Arm's Length Management Organisation (ALMO), following approval given by the Secretary of State for the delegation of Housing Management Functions under section 27 of the Housing Act 1985. The original agreement was for five years, expiring on 30th November 2007. On 13th December, 2006, the Council decided to extend the agreement for a further five years after this date, pending the Government's review of ALMOs. Following this decision the Services Agreement between Barnsley MBC and Berneslai Homes was reviewed and the revised Services Agreement was agreed by the Council 14 November 2007. The Services Agreement was reviewed again in January 2012 in preparation for the commencement of the HRA Self Financing regime in April 2012, and in April 2016, when the agreement was extended for a further five years to 31st March 2021. On 23rd September 2020, Cabinet approved the renewal of the Services Agreement (and associated lease) between the Council and Berneslai Homes for a period of up to 10 years spanning 1st April 2021 to 31st March 2031.

TERM

The current term of this agreement is for the period up to 31st March 2031, with the option to extend the term for one or more further periods of up to five years, as set out in paragraph 61.2 of the Service Agreement.

FUNCTIONS DELEGATED

The Local Authority will be responsible for delivering the commissioning role, including policy and strategy setting, whilst the Organisation will be responsible for all functions listed within the guidance on Arm's Length Management as issued by the Office of the Deputy Prime Minister in April 2001. All of these have been included within the delegations to the Organisation and cover:

- All housing management activity
- Frontline Housing Services
- Public sector investment planning
- Adaptations, including appeals
- Management of the repairs budget
- Overseeing the performance of any contractors
- Overseeing the delivery of the HRA capital programme and Barnsley Homes Standard programme

- The delivery of market rent/sale products as a commercial venture by the organisation in their own right subject to an agreed business case

A full list of function is contained within annex A of this report.

The Council has also given its agreement in principle for the company to engage in wider trading, subject to the amount of trading being considered as part of the annual refresh of the Strategic Plan. The prior agreement of the Council would be required before any such activity could be delegated to the Organisation.

DISCHARGE OF FUNCTIONS

The Organisation will operate as a single ALMO Strategic Board structure. The Board is comprised of two tenant representatives, four independent specialists and two Council nominees. The Chair of the Board is independent and appointed for a period of six years from appointment, subject to review after three years.

The delegation of functions from the Council is to the Board of the Organisation and it is the Board's responsibility to ensure that all functions, delegations and performance measures are complied with in accordance with the requirements of the Council as laid down within the Services Agreement, the Strategic Plan and annual business plan.

The organisation shall at all times comply with the Council's standing orders and financial regulations and terms of reference / delegations as the same may be from time to time amended varied or replaced by agreement between the parties.

LIAISON AND PERFORMANCE MANAGEMENT ARRANGEMENTS

As part of the liaison and performance management arrangements, an Assurance Framework and Governance Structure is in place to ensure that the Organisation is meeting its requirements under the services agreement, Strategic Plan and Annual Business Plan. This includes providing robust assurance to the Council, as Landlord, that we remain fully compliant with our regulatory requirements under the Regulator of Social Housing and our responsibilities under the Building Safety Act 2022 and Fire Safety Act 2021.

THE STRATEGIC PLAN

The Strategic Plan is the document that sets out the Strategic Priorities of the Organisation during the term of the contract. This is a high-level document which is refreshed annually. In line with revisions to the Services Agreement 2021-2031, the Organisation also provides an annual Business Plan which sets out key

priorities and focus for the coming year. Both documents must demonstrate alignment to the Council's Strategic Priorities (Barnsley 2030) and include:

- Organisational Strategic Ambitions and Success Measures Key Performance requirements (including the delivery of Value for Money services and efficiencies)
- How the Organisation will help to deliver the strategic goals of the Council as set out in the Corporate Plan and outcomes framework.
- Details the Financial and staffing resources required for the Organisation to perform its functions with due care, skill, and diligence.

FUNCTIONS TO BE ADMINISTERED

Functions to be administered by the Organisation are as detailed within annex 2 of the Services Agreement.

MANAGEMENT FEE

The management fee for the discharge of services is to be paid in 12 equal instalments in advance on a pre-set date. The management fee will be reviewed on an annual basis as part of the HRA Budget Setting process.

The calculation of the management fee and operational arrangements shall be in line with the third schedule of the Services Agreement.

All services provided by the Council to the Organisation (paid from the management fee) will be subject to a Service Level Agreement that specifies the activities and cost of services to be carried out by various departments.

The operating budget of the Organisation will form part of the HRA and it will be subject to the Constitution of BMBC and its decision-making framework.

The agreed operating budget for the Organisation will be held against the appropriate cost centre and expense codes that uniquely identify the organisation with expenditure being incurred against appropriate budget provision. The definition of budget headings and the control of variances against them will be determined in accordance with a scheme of virement, to be subject to the agreement of the Council's Service Director, Finance. Variances of expenditure from these budget headings will be reported to the Board of Barnsley Homes and the appropriate forum of the Council, in accordance with the provision of the scheme of virement.

BARNSELY HOME STANDARD INVESTMENT PROGRAMME

On an annual basis the Organisation will, as part of the Budget setting arrangements, produce for Council consideration a detailed Housing Capital Programme that will ensure that the Council housing stock both meets and maintains homes at the Decent Homes Standard as part of the regulatory framework for social housing.

This will incorporate all schemes for consideration, delivery outputs for that year and the details of resources required.

The Council's Governance and decision-making arrangements will apply for the approval of all capital schemes for the Councils HRA stock investment programme and are subject to the following delegation limits:

- Approval for expenditure up to £250K in any one year is delegated to the Organisation's Board, in agreement with the Service Director responsible for Housing.
- Approval for expenditure above £250K shall be given by the Council in line with its financial delegations and limits set out in the Council's Constitution

STOCK REDUCTION / ASSET DISPOSAL

Under the terms of the services agreement the Organisation does not have authorisation to dispose of any Council assets.

Delegations for asset disposal are as follows:

Where there has been a fire or structural damage and the cost of works is prohibitive or demand is low, the Organisation has delegated authority to agree demolition in consultation with the Cabinet Spokesperson and the Council's Strategic Asset Board.

For schemes below a threshold of £250,000 the Organisation has delegated authority to undertake public consultation on potential options after consultation with Local ward members and with the agreement of the Cabinet Spokesperson and the Council's Strategic Asset Board. Following consultation the Organisation has, in consultation with the Cabinet Spokesperson, authority to undertake demolitions.

For schemes over £250,000 Cabinet authorisation may be required prior to public consultation and this would be agreed on a scheme-by-scheme basis with the Cabinet Spokesperson and the Council's Strategic Assets Board.

The final decision would be a recommendation from the organisation to Cabinet / Council.

VARIATIONS

Any variations to the Services Agreement shall be made in line with the Services Agreement Procedures.

The Organisation and the Council prior to seeking consent from the Secretary of State shall approve any variations to the section 27 consent.

ANNEX 2 HOUSING MANAGEMENT RESPONSIBILITIES DELEGATED TO THE ORGANISATION

ALMO DELEGATION AGREEMENT

FUNCTION	TASK DELEGATED TO ALMO	TASK RETAINED BY COUNCIL	COMMENTS
<u>Letting of Properties</u>			
Void management	<input type="checkbox"/>		
Lettings policy	<input type="checkbox"/>	<input type="checkbox"/>	The ALMO plays the lead role in the review process and in making recommendations to the full Council
Letting procedures – assessment, selection of tenants and offers	<input type="checkbox"/>	<input type="checkbox"/>	Early stages of tenancy selection- work carried out by the Council’s Homelessness Team in respect to clients assessed as in “priority need” of Housing
Sign ups	<input type="checkbox"/>		
Appeals re Housing Register	<input type="checkbox"/>		
National Mutual Exchange Scheme	<input type="checkbox"/>		
Rent remission	<input type="checkbox"/>		
Marketing	<input type="checkbox"/>		
Difficult to let properties	<input type="checkbox"/>		Housing strategy focus on minimising empty properties
Nominations to Housing Associations	<input type="checkbox"/>		The Council remains responsible for Nomination Agreements

Supply and demand	<input type="checkbox"/>	<input type="checkbox"/>	ALMO interfaces with Council on lettings data and re-housing
Adapted property database	<input type="checkbox"/>		Access by Council
Pathways for vulnerable groups, working with specialists and 3 rd sector agencies	<input type="checkbox"/>		Includes Armed Forces Community Covenant work
Mutual exchanges	<input type="checkbox"/>		

FUNCTION	TASK DELEGATED TO ALMO	TASK RETAINED BY COUNCIL	COMMENTS
Transfers	<input type="checkbox"/>		
Assignments	<input type="checkbox"/>		
Successions	<input type="checkbox"/>		
Multi-Agency Case Conferences	<input type="checkbox"/>		
<u>Collection and Management of Income</u>			
Rent & Service Charge Setting policy		<input type="checkbox"/>	
Leasehold Charge Policy		<input type="checkbox"/>	
Rent and arrears collection; Escalation and enforcement of arrears, including attendance at court and evictions	<input type="checkbox"/>		
Service charge collection	<input type="checkbox"/>		
Sundry debts e.g. rechargeable repairs	<input type="checkbox"/>		
Mortgage references	<input type="checkbox"/>		
Former Tenant Arrears	<input type="checkbox"/>		

Leasehold charges collection	<input type="checkbox"/>		Rate set by Council within annual HRA Budget
Garages, plots, allotments charge collection	<input type="checkbox"/>		Rate set by Council within annual HRA Budget
Tenants' Home Contents Insurance scheme	<input type="checkbox"/>		
Lettings of community centres	<input type="checkbox"/>		Where no management committee
Management of Council-owned Gypsy site	<input type="checkbox"/>		
Guests bedrooms	<input type="checkbox"/>		
Heating charges	<input type="checkbox"/>	<input type="checkbox"/>	Non-metered and metered rates recommended by ALMO. Both are based on principle of full actual cost recovery. Approvals for increases are

FUNCTION	TASK DELEGATED TO ALMO	TASK RETAINED BY COUNCIL	COMMENTS
			included in the Council's annual HRA Budget report
Access agreements	<input type="checkbox"/>		Collection in line with Council policy
Tenancy Support to tenants in rent arrears	<input type="checkbox"/>		
Food bank referral agent	<input type="checkbox"/>		
Partnership arrangements with Credit Union and Citizens Advice Bureau	<input type="checkbox"/>		
Department of Work & Pensions liaison	<input type="checkbox"/>		
<u>Tenancy Management</u>			

Enforcement	<input type="checkbox"/>	<input type="checkbox"/>	The Council is responsible for escalated tenancy enforcement including ASB and other significant tenancy breaches and provides legal representation and advice to escalate cases
Permission for improvements	<input type="checkbox"/>		
Neighbour disputes	<input type="checkbox"/>	<input type="checkbox"/>	The council is responsible for escalated Cases
Mediation	<input type="checkbox"/>	<input type="checkbox"/>	The Council is responsible for escalated Cases
Abandoned properties	<input type="checkbox"/>		
Social Housing Fraud	<input type="checkbox"/>		Includes data matching with other Council services
Liaison with specialist support services	<input type="checkbox"/>		Drugs, alcohol abuse, mental health etc.
Liaison with Police	<input type="checkbox"/>		
Compensation for improvements	<input type="checkbox"/>		

FUNCTION	TASK DELEGATED TO ALMO	TASK RETAINED BY COUNCIL	COMMENTS
Right to Repair	<input type="checkbox"/>		
Insurance claims	<input type="checkbox"/>		Investigation & collation of information on behalf of the Council
Liaison with Legal Services	<input type="checkbox"/>		

Anti-Social behaviour	<input type="checkbox"/>	<input type="checkbox"/>	The Council retains responsibility for the Strategy, with BH member of the SNS Strategic Leadership Team. Council retains responsibility for higher level ASB enforcement.
Low-level Tenancy Support and sustainment	<input type="checkbox"/>		Including referrals to partners
Equipment and adaptations	<input type="checkbox"/>		Including appeals process
Liaison with Adults' and Children's Services – casework	<input type="checkbox"/>		Key partnership role
Safeguarding and CSE	<input type="checkbox"/>	<input type="checkbox"/>	The Council is responsible for escalated cases
Liaison with Probation, Welfare Benefits, and other agencies	<input type="checkbox"/>		
Face-to-face contact and telephony centres	<input type="checkbox"/>		Currently delivered through SLA with Council Customer Services
Independent Living Scheme Managers	<input type="checkbox"/>		
Central Call / Floating Support		<input type="checkbox"/>	Referrals and signposting to Independent Living at Home
Domestic violence	<input type="checkbox"/>	<input type="checkbox"/>	Implementation is by the ALMO working in partnership with other agencies and aligned to Council's strategy
Hate Crime	<input type="checkbox"/>	<input type="checkbox"/>	Implementation is by the ALMO working in partnership with other agencies and aligned to Council's strategy
Introductory and Fixed Term	<input type="checkbox"/>		Including appeals (Housing Register)

FUNCTION	TASK DELEGATED TO ALMO	TASK RETAINED BY COUNCIL	COMMENTS
-----------------	-------------------------------	---------------------------------	-----------------

Tenancies			Appeals)
<u>Estate Management</u>			
Management of Council Housing Stock	<input type="checkbox"/>		
Management of HRA land	<input type="checkbox"/>		Services in respect of way-leaves, licences, leases, agricultural and garden tenancies, boundary disputes and valuations of the HRA to be provided by the Council
Regeneration and development	<input type="checkbox"/>	<input type="checkbox"/>	Within context of Housing Strategy and wider Barnsley Economic Growth Plan
Abandoned vehicles	<input type="checkbox"/>	<input type="checkbox"/>	Council has responsibility for removal, identification delegated to ALMO, but jointly with other agencies
Management of major contracts	<input type="checkbox"/>		
Security	<input type="checkbox"/>		
Burial of the dead		<input type="checkbox"/>	
Environmental improvements	<input type="checkbox"/>		
Environmental protection and improvement (HRA dwellings)	<input type="checkbox"/>		
Disposal of land		<input type="checkbox"/>	Services in respect of disposal of HRA land and property to be provided by the Council
Clearance Approvals	<input type="checkbox"/>	<input type="checkbox"/>	Less than £100,000 delegated to ALMO
Clearance Implementation	<input type="checkbox"/>		
Garden competition	<input type="checkbox"/>		

Garage sites	<input type="checkbox"/>		Management function
Grounds maintenance	<input type="checkbox"/>		Currently delivered through an SLA with Neighbourhood Services
Estate inspections	<input type="checkbox"/>		
Play areas (HRA)	<input type="checkbox"/>		

FUNCTION	TASK DELEGATED TO ALMO	TASK RETAINED BY COUNCIL	COMMENTS
Allotments (HRA)	<input type="checkbox"/>		
Shops	<input type="checkbox"/>		Currently delivered through an SLA with Assets
Community Refurbishment scheme	<input type="checkbox"/>		
Complaints from owner occupiers (e.g., boundary disputes)	<input type="checkbox"/>		Where the dispute involves a council tenancy as alleged perpetrator
Enforcement of conveyances	<input type="checkbox"/>		Advice and to initial letter stage and referral to Council thereafter
Removal of rubbish	<input type="checkbox"/>		Non-domestic on HRA land
Liaison with other services	<input type="checkbox"/>		
Parking and roads (HRA land)	<input type="checkbox"/>		
HRA Property rented to other services and agencies	<input type="checkbox"/>		ALMO is responsible for management. The provision of leases and licences is by the Council
<u>Tenant Involvement / Engagement and Volunteering</u>			
Community centres	<input type="checkbox"/>		
Development of Customer Involvement Agreement	<input type="checkbox"/>		ALMO leads on development, consultation and production for final agreement with Federation and Council

Customer Engagement & Influence – support, liaison and development	<input type="checkbox"/>		Council has quarterly review meetings with the Tenant Voice Panel
TARAs	<input type="checkbox"/>		
Estate offices - management of accommodation for TARAs	<input type="checkbox"/>		
Links with Council Area Partnerships	<input type="checkbox"/>		
Links with Area Councils and Ward Alliances	<input type="checkbox"/>		
Delivery of Tenant Engagement and Involvement Framework	<input type="checkbox"/>	<input type="checkbox"/>	
BMBC Tenant body grants	<input type="checkbox"/>		

FUNCTION	TASK DELEGATED TO ALMO	TASK RETAINED BY COUNCIL	COMMENTS
Newsletter and eBulletins to tenants	<input type="checkbox"/>		eBulletins on a monthly basis
Annual Report to Tenants	<input type="checkbox"/>		Format may vary
User Surveys	<input type="checkbox"/>		
<u>Information and advice</u>			
Customer access to service (Call Centres, face-to-face, on-line and digital etc)	<input type="checkbox"/>		Currently delivered through an SLA with Council Customer Services
Member enquiries	<input type="checkbox"/>		
Leaflets and booklets	<input type="checkbox"/>		
Digital and eAccess mechanisms, including social media networks	<input type="checkbox"/>		
Homelessness and housing advice		<input type="checkbox"/>	
Housing benefits		<input type="checkbox"/>	

Access to other Council services and other bodies	<input type="checkbox"/>		
Opening hours / services out of hours	<input type="checkbox"/>		Out of hours delivered by an SLA through Council Customer Services
Housing Ombudsman enquiries	<input type="checkbox"/>	<input type="checkbox"/>	Investigation by Berneslai Homes, as requested by Council
<u>Data protection and Freedom of Information enquiries</u>		<input type="checkbox"/>	Investigation by Berneslai Homes, as requested by Council
<u>European and UK Regeneration Initiatives</u>		<input type="checkbox"/>	Berneslai Homes supports funding bids
<u>Local Land Charges</u>		<input type="checkbox"/>	
<u>Financial Technical Research and Financial Planning</u>		<input type="checkbox"/>	Linked to HRA

FUNCTION	TASK DELEGATED TO ALMO	TASK RETAINED BY COUNCIL	COMMENTS
<u>Policy and Planning / Coordination</u>			
Human Resource Management	<input type="checkbox"/>		
Training and Development	<input type="checkbox"/>		
Trade Union Relationships	<input type="checkbox"/>		
Bidding for capital resources		<input type="checkbox"/>	Prepared by ALMO in support of the Council. The Council will be responsible for the approval of bids made above delegated ALMO levels
Performance Management	<input type="checkbox"/>		
Resource / Budget management (CSCs) /		<input type="checkbox"/>	

Treasury Management ALMO	<input type="checkbox"/>	<input type="checkbox"/>	In respect of ALMO Treasury activities service is currently provided by BMBC Treasury Management.
Service Review	<input type="checkbox"/>	<input type="checkbox"/>	Programme as required and agreed within Strategic Plan
Complaints / Customer services	<input type="checkbox"/>		
Media relations and marketing	<input type="checkbox"/>		
Health & Safety / Risk Management	<input type="checkbox"/>		
ICT	<input type="checkbox"/>		Desktop and server support provided via an SLA with Council Information Services
Policy development	<input type="checkbox"/>		(Internal to BH)
General Grants bids	<input type="checkbox"/>		To support Council wider strategy and activity
Information systems and strategy	<input type="checkbox"/>		
Equality and Diversity	<input type="checkbox"/>		
Contribution to Council Housing Strategy, State of Housing Market	<input type="checkbox"/>		The Council is responsible for the development of the Housing Strategy

FUNCTION	TASK DELEGATED TO ALMO	TASK RETAINED BY COUNCIL	COMMENTS
Assessment and housing-related statistical returns	<input type="checkbox"/>	<input type="checkbox"/>	
Internal communication	<input type="checkbox"/>		
Supporting People strategy	<input type="checkbox"/>	<input type="checkbox"/>	ALMO to deliver Supporting People projects as commissioned by the Council

All Age Early Help Strategy		<input type="checkbox"/>	Borough-wide strategies to which BH will contribute
Customer care	<input type="checkbox"/>		
Contribution to Future Council and partnerships	<input type="checkbox"/>		Partner at HWB Board, Stronger Communities and Safer Communities
Emergency planning and business continuity	<input type="checkbox"/>		Berneslai Homes plans to link with Council plans
Employment and training initiatives	<input type="checkbox"/>		Member of More & Better Jobs task force
<u>Repairs, Maintenance and Improvement Partnerships and Contracts</u>			
Capital Programme, individual scheme approvals	<input type="checkbox"/>	<input type="checkbox"/>	ALMO approvals within delegated limits. Other scheme approvals to be made by the Council. Subject to containment within overall investment programme approved by the Council and the £250k delegation limit
Capital Programme overall approvals		<input type="checkbox"/>	The Councils Governance and decision-making arrangements will apply for the approval of all capital schemes
Council contracts let via the HRA	<input type="checkbox"/>	<input type="checkbox"/>	Council / BPS functions – Contract specifications, contract periods, tender documentation, tender evaluations and approvals, key performance indicators and their definitions, target setting and

FUNCTION	TASK DELEGATED TO ALMO	TASK RETAINED BY COUNCIL	COMMENTS
-----------------	-------------------------------	---------------------------------	-----------------

			<p>amendments together with the appointment and removal of the Project Manager(s) and QS and payment approval.</p> <p>Berneslai Homes functions – The managerial responsibility for arranging the terms and conditions under which the Project Manager(s) operate(s) (within the framework agreed by the authority), together with performance management</p>
Capital Programme; Five year Housing Investment Planning	□	□	The Council is responsible for setting the five year Housing investment programme and the ALMO is responsible for delivery.
New Build		□	New build for social, affordable and market rent through a variety of funding sources
Acquisitions		□	S106 acquisitions and miscellaneous purchases against established criteria (Acquisitions Policy)
Conversions	□	□	Conversions for social, affordable and market rent through a variety of funding sources.
Environmental services relating to housing or housing common areas	□		To include footpath repairs and associated hard landscaping

Estate based crime and disorder activity	<input type="checkbox"/>	<input type="checkbox"/>	Partnership approach
Housing Revenue Account pooling returns		<input type="checkbox"/>	Council will prepare
Leasehold management	<input type="checkbox"/>		
FUNCTION	TASK DELEGATED TO ALMO	TASK RETAINED BY COUNCIL	COMMENTS
Management of HRA assets	<input type="checkbox"/>		
Energy efficiency / Renewable technology	<input type="checkbox"/>		Supporting the Council's Energy Strategy and mitigating against fuel poverty
Private sector regulatory activity		<input type="checkbox"/>	ALMO involvement through Neighbourhood Management and making referrals to the Council
Strategic Empty Homes work		<input type="checkbox"/>	
The delivery of market rent/sale products as a commercial venture by the organisation in their own right subject to an agreed business case	<input type="checkbox"/>	<input type="checkbox"/>	This would be with approval of the Council. The Council retains the cross tenure new build and acquisition programme (planning and delivery).
Homes England Empty Homes acquisition programme		<input type="checkbox"/>	
Private-rented sector landlord engagement		<input type="checkbox"/>	
Right to Buy administration		<input type="checkbox"/>	
Right to Buy approvals		<input type="checkbox"/>	(Processing RTB)
Independent Living Schemes	<input type="checkbox"/>		

Housing drains and gullies	□		Administration of externally procured contract for unblocking repair and reinstatement
----------------------------	---	--	--

This page is intentionally left blank

MEETING:	Planning Regulatory Board
DATE:	Tuesday 21 November 2023
TIME:	2.00 pm
VENUE:	Council Chamber, Town Hall, Barnsley

MINUTES

Present

Councillors Richardson (Chair), Bowler, Coates, K. Dyson, Greenhough, Leech, Lofts, McCarthy, Mitchell, Morrell, O'Donoghue, Peace, Smith, Sumner, Wilson, A. Wray, C. Wray, N. Wright and P. Wright

In attendance

Councillors Shepherd and Osborne

91. Declarations of Interest

Councillor A. Wray declared a Non-Pecuniary interest in **Planning Application No 2023/0753** – Land to the east of Sheffield Road, Hoyland Common, Barnsley as he resides close to the site.

92. Minutes

The minutes of the meeting held on 26 September 2023 were taken as read and signed by the Chair as a correct record.

93. Land to the east of Sheffield Road, Hoyland Common, Barnsley - 2023/0753 - For approval

The Head of Planning and Building Control submitted a report on **Planning Application 2023/0753** - Proposed Community Sports Facility including single storey multi use building, all weather sports pitch with floodlights, two no. temporary storage containers and associated car parking and landscaping at Land to the east of Sheffield Road, Hoyland Common, Barnsley.

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

Councillor Sumner voted against the recommendation.

94. Planning Appeals Quarter 2 2023/24

The Head of Planning and Building Control submitted an update regarding cumulative appeals totals for 2023/24.

The report indicated that 3 appeals had been received between July and September 2023. No appeals had been withdrawn between July and September 2023. Between July and September 2023 a total of 8 appeals had been determined, 1 of which had been allowed and 7 appeals had been dismissed.

The report provided the details of cumulative appeal totals for 2023/24, which indicated that 13 appeals had been decided since the start of April 2023. Of those, 9 appeals (69%) had been dismissed and 4 appeals (31%) had been allowed.

RESOLVED that the update be noted.

95. Member Consultation Report September 2023

The Head of Planning and Building Control presented a report which summarised the outcomes of the planning applications agenda packs issued as Board Member Consultations in advance of the Planning Regulatory Board meetings held in September 2023.

RESOLVED that the report be noted.

96. Member Consultation Report October 2023

The Head of Planning and Building Control presented a report which summarised the outcomes of the planning applications agenda packs issued as Board Member Consultations in advance of the Planning Regulatory Board meeting held in October 2023.

RESOLVED that the report be noted.

Chair

MEETING:	General Licensing Regulatory Board
DATE:	Wednesday 20 December 2023
TIME:	2.00 pm
VENUE:	Reception Room, Barnsley Town Hall

MINUTES

Present

Councillors Green (Chair), Booker, Bowser, Cherryholme, Denton, Eastwood, Ennis OBE, Hunt, Lodge, Moyes, Osborne, Sheard, Shepherd, Stowe, Tattersall, White and P. Wright

22 Declaration of Interests

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

23 Minutes

The minutes of the meeting held on 6 September 2023 were taken as read and signed by the Chair as a correct record.

Councillor Wright referred to the last Board meeting, where he had queried the number of accidents involving taxis that had been reported in a year.

Councillor Green informed Members of the sad passing of Councillor Wraith. Members noted Councillor Wraith's exemplary chairing skills as the former Chair of the Licensing Regulatory Board.

RESOLVED that the minutes of the General Licensing Regulatory Board meeting held on 6 September 2023 be approved as a true and correct record.

24 Licensing and Enforcement Update

Members were provided with an overview of the enforcement work that had recently been undertaken by Licensing Officers.

It was noted that a high proportion of taxi drivers from outside of the borough continued to come into Barnsley town centre collecting fares; approximately 32,000 taxi licenses had been issued by Wolverhampton Council. It was necessary to convey the message that Licensing Enforcement Officers would continue to undertake periodic vehicle checks. Councillor Green requested that if Members observed any taxis other than Hackney Carriage taxis parked in the taxi ranks, to provide the licence plate details to D Bailey, Senior Licensing Officer.

D Bailey commented that there was no evidence to suggest that the out of town taxi drivers were operating illegally and no complaints had been received from members of the public. The Veezu taxi firm had operating centres across the country and brought approximately 20 out of town drivers into Barnsley predominately on

Friday and Saturday evenings. There was currently a lack of taxi drivers to meet the public demand at busy times. Enforcement operations in Barnsley town centre would continue in collaboration with Licensing Enforcement Officers from other authorities.

On 4 November 2023 Licensing Enforcement Officers alongside South Yorkshire Police Officers and Wolverhampton Licensing Authority Officers had taken part in a night time operation which focused on Barnsley town centre and the drivers and vehicles that work in the night time economy. Councillor Green, Chair of the Licensing Regulatory Board, was also in attendance. In total, 10 licensed vehicles and drivers had been inspected on the night, all of which were licenced by other local authorities:-

- 2 vehicles and drivers licensed by Calderdale.
- 4 vehicles and drivers licensed by Wolverhampton.
- 2 vehicles and drivers licensed by Sheffield.
- 1 vehicle and driver licensed by Leeds.
- 1 vehicle and driver licensed by Chesterfield.

During the operation, Wolverhampton Licensing Officers had suspended 3 of their licensed vehicles for issues in relation to door signage. Checks were made to ensure that all of the drivers and vehicles inspected could provide evidence of customer bookings.

On 10 November 2023 a day time operation had been undertaken which had focused on Barnsley town centre and the drivers and vehicles that work in the day time economy. As part of the operation, a total of 12 licensed vehicles and drivers had been inspected, all of which were found to be compliant and were Barnsley licensed drivers.

Members were advised of a further night time operation undertaken on 2 December 2023 by Licensing Enforcement Officers alongside Officers from South Yorkshire Police, Wolverhampton, Leeds and Sheffield Local Authorities which focused on Barnsley town centre and the drivers and vehicles that work in the night time economy. Councillor Green, Chair of the Licensing Regulatory Board, was also in attendance. The operation had been focused on vehicles and drivers that were licensed by Licensing Authorities outside of Barnsley. Licensing Officers from all the authorities in attendance had undertaken checks of their respective licensed vehicles and drivers, and had undertaken enforcement action where necessary. Checks were made to ensure that all drivers inspected could provide evidence of customer bookings. In total, 19 vehicles had been inspected on the night, all of which were licensed by other local authorities:-

- 2 vehicles and drivers licensed by Calderdale
- 2 vehicles and drivers licensed by Wolverhampton
- 5 vehicles and drivers licensed by Sheffield
- 1 vehicle and driver licensed by Leeds
- 2 vehicles and drivers licensed by Chesterfield
- 2 vehicles and drivers licensed by Wakefield
- 4 vehicles and drivers licensed by Rotherham
- 1 vehicle and driver licensed by Bradford

Proactive joint enforcement operations would continue to be regularly undertaken on the Hackney Carriage and Private Hire drivers and vehicles. The principal consideration being for public safety.

RESOLVED that Members supported Officers and encouraged Hackney Carriage and Private Hire drivers and operators to comply with the conditions of their licence and continue to keep their vehicles as safe as possible for both drivers and customers at all times.

Chair

This page is intentionally left blank

Item 12

NOTES OF GENERAL LICENSING REGULATORY BOARD PANELS

5 December 2023

Present: Councillors Green (Chair), Bowser and Denton

Members of the Public and Press were excluded from this meeting.

1 Hackney Carriage and Private Hire Driver's Licence – Application – Mr R F

The Panel was asked to consider an application for a Hackney Carriage and Private Hire Driver's Licence by Mr R F.

Mr R F was in attendance at the meeting. After considering all the evidence presented, together with the information provided and the representations made, the Panel determined that the application for a Hackney Carriage and Private Hire Driver's Licence be refused on the following grounds:-

- Mr R F had previously held a Hackney Carriage and Private Hire Taxi Licence with the Council for in excess of 14 years, which had been revoked at a Panel meeting held on 28 April 2021. This was following an incident where he had pleaded guilty at court to offences relating to the use of an unlicensed vehicle to carry out a taxi fare, whereby the court had subsequently convicted him of the offences and his PSV Licence had been revoked by the Traffic Commissioner.
- The decision of the Panel meeting held on 28 April 2021 had been upheld by both Sheffield Magistrate's Court and Sheffield Crown Court.
- The Panel noted the accumulation of 6 Written Warnings between 2014 and 2017 for a variety of offences which included failing to report an accident within the required timeframe as per Mr R F's licensing conditions at the time.
- The Panel considered that Mr R F's actions had been uncalled for and had showed a disregard and failure to comply with the licence conditions and governing legislation, which demonstrated behaviour that was unacceptable for a licence holder with the Council.
- The Council's Guideline Policy for Criminal Convictions within Appendix J at Section 4.45 state that where an applicant has a conviction for any offence which involved the use of a vehicle (including Hackney Carriages and Private Hire Vehicles), a licence will not be granted until at least 7 years have elapsed since the completion of any sentence imposed.
- Given the gravity and seriousness of the offences and breaches of the licensing conditions that had occurred, the Panel would have serious concerns for the protection of the public travelling in Mr R F's vehicle.
- The Panel felt that Mr R F did not show a real sense of remorse for the convictions and that he had not taken responsibility for his actions.
- The Panel did not feel that Mr R F had demonstrated sufficient extenuating circumstances to warrant a deviation from the Council's Guideline Policy for Criminal Convictions and were therefore unable to grant the application.

The decision of the Panel was unanimous.

2 Hackney Carriage and Private Hire Driver's Licence – Application – Mr M N

The Panel was asked to consider an application for a Hackney Carriage and Private Hire Driver's Licence by Mr M N.

Mr M N was in attendance at the meeting. After considering all the evidence presented and taking account of the manner in which Mr M N had presented himself, the Panel determined that the application for a Hackney Carriage and Private Hire Driver's Licence be granted on the following grounds:-

- There was sufficient justification to warrant a deviation from the Council's Guideline Policy in relation to Criminal Convictions.
- Mr M N had been given indefinite leave to remain and whilst waiting for his application to come before the Panel, he had also been granted British Citizenship. Therefore, Mr M N has the right to both live and work in the UK.
- Mr M N confirmed that he had no criminal convictions recorded against him whilst he was a resident in his country of origin.
- It was noted that he had a good command of the English language.

The decision of the Panel was unanimous.

9 January 2024

Present: Councillors Green (Chair), Cherryholme and P. Wright together with Councillor Bellamy (Reserve Member)

Members of the Public and Press were excluded from this meeting.

1 Hackney Carriage and Private Hire Driver's Licence – Application – Mr A H

The Panel was asked to consider an application for a Hackney Carriage and Private Hire Driver's Licence by Mr A H.

Mr A H was in attendance at the meeting. After considering all the evidence presented, together with the information provided and the representations made, the Panel determined that the application for a Hackney Carriage and Private Hire Driver's Licence be granted on the following grounds:-

- There was sufficient justification to warrant a deviation from the Council's Guideline Policy in relation to Criminal Convictions in relation to migrant workers.
- Mr A H entered the country as an asylum seeker on 26 May 2017 and he was granted asylum on 28 February 2018. Mr A H therefore has the right to both live and work in the UK.
- Whilst resident in Iran, Mr A H's country of origin, he confirmed that he had no criminal convictions recorded against him.

- The results of the Enhanced DBS check had come back clear, and had remained clear since Mr A H had entered the UK.
- The two references that had been provided to the Panel referred to Mr A H's good character and suitability to become a licenced Hackney Carriage and Private Hire Driver.
- It was noted that Mr A H has an excellent command of the English language.

The decision of the Panel was unanimous.

2 Hackney Carriage and Private Hire Driver's Licence – Application – Mr H M

The Panel was asked to consider an application for a Hackney Carriage and Private Hire Driver's Licence by Mr H M.

Mr H M was in attendance at the meeting. After considering all the evidence presented, together with the information provided and the representations made, the Panel determined that the application for a Hackney Carriage and Private Hire Driver's Licence be granted on the following grounds:-

- There was sufficient justification to warrant a deviation from the Council's Guideline Policy in relation to Criminal Convictions in relation to migrant workers.
- Mr H M entered the country on or around 12 April 2008 having travelled from Afghanistan, his country of origin, via Pakistan. Although Mr H M had been unable to provide any documentation showing his asylum application, the Panel had been provided with a copy of his British Passport which was issued on 13 March 2022. Mr H M therefore has the right to both live and work in the UK.
- Whilst resident in Afghanistan, Mr H M's country of origin, he confirmed that he had no criminal convictions recorded against him.
- The results of the Enhanced DBS check had come back clear, and had remained clear since Mr H M had entered the UK.
- Mr H M had held a Hackney Carriage and Private Hire Driver's Licence with Rotherham MBC from 8 December 2021 which was due to expire on 7 December 2024. Rotherham MBC had confirmed that Mr H M had not been subject to any warnings or complaints or had his licence suspended or revoked during this time.
- The two references that have been provided to the Panel referred to Mr H M's good character and suitability to become a licenced Hackney Carriage and Private Hire Driver with Barnsley MBC.
- It was noted that Mr H M has an excellent command of the English language.

The decision of the Panel was unanimous.

This page is intentionally left blank

Item 13



MEETING:	Statutory Licensing Regulatory Board
DATE:	Wednesday 20 December 2023
TIME:	2.30 pm
VENUE:	Reception Room, Barnsley Town Hall

MINUTES

Present

Councillors Green (Chair), Cherryholme, Eastwood, Hunt, Moyes, Osborne, Sheard, Shepherd, Tattersall and P. Wright

16 Declaration of Interests

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

17 Minutes

RESOLVED that the minutes of the Statutory Licensing Regulatory Board meeting held on 21 June 2023 be approved as a true and correct record.

18 Enforcement Update

Members were provided with an overview of the enforcement work that Licensing Officers had undertaken to date.

The Licensing Officers continued to work proactively with the Licensed Trade and other Responsible Authorities to ensure that any issues and concerns within the trade were raised and addressed accordingly.

Members were informed of the following work undertaken by the Licensing Officers to date:-

- Pubwatch

A training session on First Aid, Ask for Angela and Violence against Women and Girls (VAWG) would be provided to licensees at the conclusion of the next town centre Pubwatch meeting. The VAWG training would highlight the importance of employees and businesses being aware of the increased risk of violence against women and girls in the night time economy.

- Licensing Security and Vulnerability Initiative (Licensing SAVI)

The Home Office had requested that Licensing SAVI be developed, which provided advice and guidance for venues to provide a safe, secure and welcoming environment, and to help raise standards. The initiative was backed by the National Police Chiefs' Council.

Venues would receive a star-rated award upon accreditation to indicate to the public that they operated as safe and secure as possible. To date, a total of 5 venues in Barnsley had been accredited, the majority of which having 5 star accreditations. The initiative had been well received in Barnsley town centre.

Licensing SAVI assists to support the four licensing objectives of:-

- The Prevention of Crime and Disorder
 - Public Safety
 - The Prevention of Public Nuisance
 - The Protection of Children from Harm
-
- Purple Flag Assessment

The Purple Flag accreditation had been assessed in the town centre on the opening of Bright Nights. This had included several presentations to showcase Barnsley's achievements and heritage, a tour of the Glassworks, and a walk around the Purple Flag route. During the evening, the assessors had met with the Street Pastors and Nightlife Marshals.

It was hoped that Barnsley would secure its fifth year of Purple Flag accreditation.

Councillor Tattersall expressed her thanks for the work undertaken with local licensed premises in Barnsley town centre in relation to Pubwatch. She queried the plans in place to assist the licensed premises outside of the town centre.

D Bailey commented that a Pubwatch scheme was also ran outside of Barnsley town centre which provided the same support to the license holders. A more targeted approach was given to the out of town licensed premises and any issues would be addressed when necessary.

In response to a question raised by Councillor Hunt regarding Licensing SAVI, D Bailey commented that there was not a requirement for the venues to display the star-rated awards, which were also detailed on the Licensing SAVI accreditation website. A further 12 venues were currently working to secure accreditation, and it was hoped to roll out the initiative into the Dearne area.

Councillor Booker queried whether Barnsley MBC would follow the Sheffield CC initiative for paramedics to be situated in tents in the town centre on specific evenings to provide beds and vomit bowls etc. to ease the pressure on the Accident and Emergency Department.

D Bailey commented that the matter was currently being discussed with other colleagues. At present, Marshalls were situated on taxi ranks to provide support to vulnerable people and make them a priority in the taxi queue to get them home safely. Street Angels also patrolled Barnsley town centre to assist vulnerable individuals by helping them to the taxi ranks, telephoning friends, South Yorkshire Police or the Yorkshire Ambulance Service. In addition, Street Pastors, who are independent from Barnsley MBC walk the streets on an evening to offer assistance to vulnerable people.

In the event that Barnsley would secure its fifth year of Purple Flag accreditation, Councillor Tattersall queried whether the Purple Flag could be displayed again.

D Bailey would put forward the suggestion.

Councillor Wright referred to the Ask for Angela initiative and he queried whether any further assistance could be provided to vulnerable adults including the LGBTIQ+ community.

In response, D Bailey commented that Ask for Angela covered everyone. Work was undertaken with licensed premises, who had a safeguarding lead, that would move a vulnerable individual to a safe place until assistance could be provided.

Councillor Moyes queried whether training was provided to licensees on drink spiking which had featured recently in the news.

Members noted that training was provided to licensees via Pubwatch. All licensees were given advice on monitoring the situation and they were provided with spike covers for glasses and bottles to be handed out to customers. The Licensing Department would attend the premises following reports of any incidents. It had been a long period of time since any drink spiking incidents had been reported to Licensing Officers in Barnsley.

RESOLVED – That Members noted that the Licensing Officers would continue to proactively work with the Licensed Trade and other Responsible Authorities to ensure that any issues and concerns within the trade were raised and addressed accordingly and that Licensees receive the advice and support they require to ensure they comply with their legal and conditional licence requirements.

Chair

This page is intentionally left blank

Item 14

APPEALS, AWARDS AND STANDARDS REGULATORY BOARD

(a) School Admission Appeals Panel – 15 November, 2023

Brierley Church of England	1 Allowed 1 Withdrawn
Joseph Locke Primary	1 Withdrawn
Oakwell Rise Primary	1 Refused

(b) School Admission Appeals Panel – 20 November, 2023

Darton Academy	1 Withdrawn
Horizon Community College	2 Refused 1 Withdrawn
Holy Trinity	1 Withdrawn
Outwood Academy Carlton	1 Withdrawn
Summer Lane Primary	1 Refused

(c) School Admission Appeals Panel – 21 November, 2023

Sacred Heart	1 Refused
Trinity Academy St Edwards	2 Refused 2 Withdrawn

(d) School Admission Appeals Panel – 28 November, 2023

Holy Trinity	1 Refused
Penistone Grammar School	2 Refused

(e) School Admission Appeals Panel – 1 December, 2023

Darton Academy	1 Refused
Oakwell Rise	1 Refused 2 Withdrawn
The Forest Academy	1 Withdrawn
Wilthorpe Primary	1 Refused

	Wombwell Park Street	1 Refused
(f)	School Admission Appeals Panel – 5 December, 2023	
	Barnsley Academy	1 Allowed 1 Refused
(g)	School Admission Appeals Panel – 6 December, 2023	
	Horizon Community College	2 Allowed 1 Withdrawn
	Kirk Balk Academy	2 Allowed
(h)	School Admission Appeals Panel – 11 December, 2023	
	Barnsley Academy	1 Allowed
	Highgate Primary	1 Allowed
	Holy Trinity	1 Refused 1 Withdrawn
	Horizon Community College	1 Refused
	Worsbrough Common Primary	1 Withdrawn
(i)	School Admission Appeals Panel – 18 December, 2023	
	Holy Trinity	1 Refused 1 Withdrawn
	Sacred Heart	1 Refused
(j)	School Admission Appeals Panel – 19 December, 2023	
	Barnsley Academy	1 Allowed 1 Refused
	Outwood Academy Carlton	1 Allowed
(k)	Exclusion Review Panel – 10 January, 2024	
	Decision to permanently exclude a pupil from Athersley North Primary was upheld	
(l)	School Admission Appeals Panel – 15 January, 2024	
	Heather Garth Primary	1 Refused

Kirk Balk Academy 1 Allowed

Lacewood Primary 1 Refused

(m) Exclusion Review Panel – 16 January, 2024

Decision to permanently exclude a pupil from Netherwood Academy was referred back to the school for reconsideration.

Appeals withdrawn prior to the allocation of a date

Holy Trinity 1 Withdrawn

This page is intentionally left blank

MEETING:	Health and Wellbeing Board
DATE:	Thursday 9 November 2023
TIME:	2.00 pm
VENUE:	Council Chamber, Barnsley Town Hall

MINUTES

Present

Councillor Wendy Cain, Cabinet Spokesperson - Public Health and Communities (Chair)
 Councillor Trevor Cave, Cabinet Spokesperson - Childrens Services
 Councillor Sue Bellamy, Cabinet Support Member - Place Health & Adult Social Care
 Anna Hartley, Executive Director Public Health and Communities, BMBC
 Adrian England, HealthWatch Barnsley
 Jamie Wike, Deputy Place Director, NHS South Yorkshire ICB
 Bob Kirton, Chief Delivery Officer and Deputy Chief Executive, Barnsley Hospital NHS Foundation Trust
 Michael Hirst, Chief Executive, Barnsley Premier Leisure
 Carrie Abbott, Service Director Public Health
 Cheryl Devine, Public Health Senior Practitioner, BMBC
 Emma Labedzki, Public Health Project Officer, BMBC
 Michelle Kaye, Service Manager - Housing and Welfare
 Emma Robinson, Senior Public Health Officer (Research and Intelligence), BMBC
 Alison Dalton, Group Leader Strategic Housing, BMBC
 Julie Tolhurst, Public Health Principal - Place, BMBC
 Dawn Lawson, Executive Director of Strategy & Change, South West Yorkshire Partnership NHS Foundation Trust
 Rachel Vella, ALMO Clienting Officer, BMBC

19 Welcome and Introductions - Chair

The Chair welcomed everyone to the meeting and introductions were made.

Anna Hartley, the new Executive Director for Public Health and Communities, BMBC was also welcomed to her first Board meeting.

20 Declarations of Pecuniary and Non-Pecuniary Interests - Chair

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

21 Minutes of the Board Meeting held on 10 August 2023 (HWBB.09.11.23/3)

The meeting considered the minutes of the previous meeting held on 10 August 2023.

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

22 Barnsley Place Partnership Update - For Information (HWBB.09.11.23/4)

The Board noted the contents of an update report from the Barnsley Place Partnership.

The Chair was pleased to note that Amanda Pritchard, NHS Chief Executive, had recently visited the Barnsley Community Diagnostics Centre (CDC) to see first-hand the work undertaken at the CDC and to hear about the difference the Centre was having on the lives of Barnsley residents.

RESOLVED that the report be noted.

23 Joint Health Needs Assessment (JNSA) - Emma Robinson and Helen Jessop (HWBB.09.11.23/5)

Emma Robinson, Senior Public Health Officer, BMBC, delivered a presentation which provided the Board with an interactive overview of the Joint Health Needs Assessment (JNSA).

The presentation reminded the Board of the approach being undertaken to develop the JNSA. The JSNA was a continuous process which aimed to assess the current and future health, care and wellbeing needs of the local population and to inform the local Health and Wellbeing Strategy.

The JSNA would provide information on topics under the priority areas of:

- Good physical and mental health
- Diverse and welcoming communities
- Health and Care Services
- Prevention and Early Intervention
- Environment, economy and employment

The Board were provided with details of the next steps for developing the JNSA, which included:

- A continuous process of updating the data, intelligence and insights.
- Work taking place on the underlying indicator tables across the 5 priority themes (which may involve wider consultation with Health and Wellbeing Board partners).
- Keeping abreast of wider developments that may support JSNA process – for example, SY ICS Data and Insights Strategy and InSYghts platform.

The Board were asked to provide their feedback on the proposed approach, if there were any gaps which could be identified, and any thoughts with regards how to achieve the right balance between data and narrative.

In response, the Board commented that the JNSA was an excellent interactive framework, was user friendly, reflected lived experience and positive stories of the local population.

The Board asked how assets could be developed and reflected in the JNSA. In response, it was noted that a discussion would take place with Research and Intelligence colleagues to help develop a wider repository.

The Board suggested that it may be useful to hold a separate session at a future date, to discuss in detail how Board Members could undertake further work to

improve life expectancy in Barnsley. In response, it was confirmed that there were strategies in place, and these could be linked to the data included in the JSNA. It was noted that a future discussion would be welcomed.

On behalf of Health Watch Barnsley, Adrian England offered the services of Lesley Cooper who would be able to assist in providing intelligence to fill in any gaps.

The Board were informed that the Health Intelligence Group would review the JNSA on an annual basis to confirm if it still contained the correct priorities, data and health inequalities. Furthermore, plans were in place to include within the JSNA, the health inequalities of the most vulnerable groups in Barnsley, which would include homeless people, refugees and asylum seekers.

RESOLVED that the presentation be noted.

24 Cold Weather Plan - Julie Tolhurst (HWBB.09.11.23/6)

Julie Tolhurst, Public Health Principal, BMBC, presented a report and accompanying presentation to provide the Board with an update on Barnsley's Cold Weather Plan for 2023/24.

The following key points were noted:

- The 2023/24 Cold Weather Plan outlined the strategic objectives to reduce cold-related harm, winter mortality and reduce health inequalities.
- The Plan had been produced collaboratively with partners and aligned to the Barnsley 2030 outcomes, Barnsley Place-Based Partnership's Tackling Health Inequalities in Barnsley and the Health and Wellbeing Strategy.
- Working with key partners, the Plan emphasised the need for early intervention and prevention to focus efforts in working alongside residents most at risk of their health and wellbeing affected during the winter.
- The 2023/24 Plan would contribute to tackling the cost-of-living crisis residents face, driven by rising energy costs.
- Winter mortality represents an important health inequality, together with those in greater socioeconomic deprivation were more likely to be affected.
- The Barnsley Cold Weather Plan outlined several priorities, with key collaborative actions listed under each section, including:
 - Falls and frailty.
 - Health conditions made worse by the cold.
 - Housing.
 - Seasonal flu and COVID-19 vaccination uptake amongst priority groups.
 - Marketing and communication.
- A marketing and communications campaign entitled 'Keeping Warm and Well' would be launched to empower residents to self-care and stay warm and well throughout winter. The campaign would also include details how residents could access resources from More Money in Your Pocket.
- A webpage had also been added to the Council's website detailing winter support available across the borough.
- A toolkit training resources package would be launched on 27 November 2023.

- The Team would also be promoting at key community events, including Fuel Poverty Awareness Day and at Area Council events.

The Board noted that an evaluation exercise would be undertaken to assess the progress achieved in response to the priorities set out in the Barnsley Cold Weather Plan. It was agreed that details of the evaluation would be included in a future report to the Board.

The Board agreed to endorse the next phase of delivery, aligned to the UK Health and Security Agency (UKHSA) Adverse Weather and Health Plan.

RESOLVED that Members:-

- i) Noted the contents of the 2023-2024 Plan and recognised the work delivered to date to address winter mortality and cold related ill health in Barnsley.
- ii) Agreed to raise awareness of current guidance and support locally to address cold related ill health this winter and beyond.
- iii) Agreed to support a review of the Plan going forward into 2024, aligned to the UKHSA Adverse Weather and Health Plan.

25 Homelessness Update - Michelle Kaye (HWBB.09.11.23/7)

Michelle Kaye, Group Leader, Housing and Welfare, BMBC, delivered a presentation to provide the Board with an update on homelessness.

The following key points were noted:

- In Barnsley, during 2022/23, 835 families and single households were owed a homeless duty from the Council. Of which, 55.6% (464) were identified with additional support needs, including mental health (24%), physical ill health and disability (18.9%), offending (18.1%) and substance misuse (12.5%).
- In Barnsley, the main reasons for homelessness were in relation to the end of a private rented sector accommodation, family and friends no longer willing to accommodate, people leaving an institution, eviction from supported housing and leaving due to domestic abuse.
- Between 1 April 2023 to 30 September 2023, 380 proactive outreach finds or reports of people rough sleeping had been investigated by the Council.
- A Homeless Prevention and Rough Sleeping Strategy for 2023-28: 'Working in Partnership to end homelessness in Barnsley' had been launched in September and would focus on five key priorities:
 - Homeless prevention and early intervention.
 - Supporting those with complex needs.
 - Developing a systemwide approach to housing and health.
 - Reducing the use and cost of temporary accommodation.
 - Improving access to a range of housing options.
- There was evidence to show that there was a link between health, housing and homelessness.

The Board heard that a range of initiatives were being undertaken by the Housing and Welfare Team to help address homelessness in Barnsley.

In summary, this included working with the hospital to look at how they could intervene earlier; undertaking training for key staff; working with partners on addressing poor quality housing conditions; working alongside the Integrated Care System to make sure that the homeless population is represented in any strategies, plans and operational delivery. There would also be a focus on reducing homeless-related deaths.

The Board also heard of some of the challenges experienced by the Housing and Welfare Team. In summary, this included supply and affordability in the housing market; availability and low turnover of social housing stock; the Cost of Living Crisis; engagement with rough sleepers and beggars; addressing wider needs, especially in relation to health and early referral to prevent homelessness.

The presentation also outlined a number of opportunities which would be pursued by the Housing and Welfare Team, and these were noted by the Board.

A discussion arose around early intervention to prevent homelessness. It was queried if sufficient work was being undertaken by social prescribing services to offer help, advice and support to those individuals currently living in their own homes who may be facing homelessness. In response, it was noted that discussions did take place at Social Prescribing Team meetings, and they were aware of the triggers and how to report into the Housing and Welfare Team.

The Board were concerned to note that homeless individuals often experienced difficulties in accessing mainstream mental health services. It was agreed that a discussion would take place after today's meeting between Michelle Kaye and Dawn Lawson.

A discussion arose around their being a need to undertake further work as a partnership to help address substance misuse, drugs and alcohol recovery steps for homeless individuals. It was agreed that a further discussion would take place following today's meeting between Michelle Kaye and Carrie Abbott.

The Board discussed and noted that there were some challenges around helping homeless individuals during periods of cold weather. Assurances were provided that the Housing and Welfare Team implemented the Severe Weather Emergency Protocol (SWEP) in order to prevent deaths of people sleeping rough during cold weather.

The Board noted that a large majority of homeless individuals did not attend hospital appointments etc. for fear of judgement. Assurances were provided that the Housing and Welfare Team were working with partners to help resolve this issue.

Following discussion, it was agreed that 'Safeguarding' also be added to the list of challenges faced by the Housing and Welfare Team.

The Board highlighted that, following the Covid-19 pandemic, there had been an increase in reports of both domestic abuse and the issuing of Section 21 Notices, which in some cases could lead to individuals and families becoming homeless. It

was queried if these increases would be a challenge for the Team. In response, assurances were provided that there were homeless leads, champions and other professionals within the borough who could offer help and support to individuals.

On behalf of the Board, the Chair thanked Michelle for her detailed presentation.

RESOLVED that the presentation be noted.

26 Draft Housing Strategy Consultation - Alison Dalton (HWBB.09.11.23/8)

Alison Dalton, Group Leader Strategic Housing, BMBC, delivered a presentation to provide Members with an update on the public consultation which was currently taking place on the draft Barnsley Housing Strategy for 2024-2028, together with an overview of the key pillars of success which were included within the draft Strategy.

The following key points were noted:

- A public consultation survey on the draft Housing Strategy had been launched on 16 October and would close on 13 November 2023.
- A full communications campaign had been undertaken, which included both online and in-person stakeholder events with a number of key partners.
- To date, 85 responses had been received to the public consultation survey.
- Top themes arising from responses were in relation to amenities around new housing estates, preserving greenspace and maximising the use of existing housing stock.
- The final version of the Strategy would be presented at BMBC's Cabinet meeting on 10 January 2024.
- The draft Strategy included four key pillars of success which would allow the Council to focus and guide its collective efforts over the next four years. An overview of each of the four key pillars included within the draft Strategy was presented and noted by the Board.

The Chair commented that housing was a very important issue, which impacted upon Barnsley residents' health and wellbeing. Board Members were asked to respond to the consultation survey and share the online survey link within their networks - available at <https://www.barnsley.gov.uk/draft-housing-strategy>

The Board asked if the Council had any powers to maximise existing housing stock within the borough. In response, it was explained that there were different approaches which could be undertaken by the Council with regards to existing housing stock and those owned by private sector landlords. In addition, discussions were taking place with planning colleagues to ensure that future council new build housing in the borough was delivered to the Barnsley Low Carbon new build specification.

RESOLVED that Members noted the presentation.

27a Minutes from ICB Barnsley Place Committee and Barnsley Place Partnership Board, 27 July 2023 - For Information (HWBB.09.11.23/9a)

RESOLVED that the minutes be noted.

27b Minutes for ICB Barnsley Place Committee and Barnsley Place Partnership Board, 31 August 2023 - For Information (HWBB.09.11.23/9b)

RESOLVED that the minutes be noted.

Chair

This page is intentionally left blank

MEETING:	Overview and Scrutiny Committee - Growing Barnsley Workstream
DATE:	Tuesday 31 October 2023
TIME:	2.00 pm
VENUE:	Council Chamber, Barnsley Town Hall

MINUTES

Present

Councillors Ennis OBE (Chair), Barnard, Bellamy, Booker, Bowler, Clarke, Denton, Eastwood, Fielding, Hayward, Markham, McCarthy, Morrell, Osborne, Peace, Tattersall, A. Wray and N. Wright

11 Declarations of Pecuniary and Non-Pecuniary Interest

Councillor Osborne declared a non-pecuniary interest as a Member of the Berneslai Homes Board

Councillor Tattersall declared a non-pecuniary interest as a Member of the Berneslai Homes Board

12 Minutes of the Previous Meeting

The minutes of the meeting held on 10 October 2023 were received.

13 A Review of the Delivery of the Housing Service (Berneslai Homes)

The following witnesses were welcomed to the meeting:

- Kathy McArdle, Service Director, Regeneration & Culture, Growth & Sustainability, Barnsley Council
- Rachel Vella, ALMO Clienting Officer
- Neil Copley, Director of Finance, Core Services, Barnsley Council
- Ashley Gray, Strategic Finance Business Partner, Core Services, Barnsley Council
- Amanda Garrard, Chief Executive, Berneslai Homes
- Arturo Gulla, Executive Director of Property Services, Berneslai Homes
- Dave Fullen, Executive Director of Customer & Estate Services, Berneslai Homes
- Cllr Robin Franklin, Cabinet Member Regeneration & Culture, Barnsley Council
- Kate Gothard, Team Leader, Commercial and Property Legal, Barnsley Council

Kathy McArdle, Service Director Regeneration & Culture, Growth & Sustainability, presented Members with a brief overview of the report which covered a range of themes including:

- How Berneslai Homes as an Arms Length Management Organisation (ALMO) delivers housing services for the Council
- The Berneslai Homes Annual Performance report for 2022/23 and for the first quarter of 2023/24
- The Tenants Satisfaction Survey 2023
- The challenges that Berneslai Homes face in the work they do to deliver housing services
- Work being undertaken on the Lettings Policy and Housing waiting list

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

It was recognised that a number of factors had resulted in the reduction of satisfaction following the results of the Tenants Satisfaction Survey. These included external factors such as the cost of living crisis, the pandemic and the increased media on damp, mould and condensation issues in properties. All social housing had received negative publicity over the past 18 months which had resulted in a high impact overall and similar levels of reduced satisfaction.

In order to address the low scores and improve them going forward, Berneslai Homes had undertaken a significant amount of work internally including reorganisations, efficiencies and some services had been changed and new ones introduced. One area that had particularly received a low score was around the grounds maintenance service (which is a Council-retained service). A review of the Service Level Agreement would be undertaken involving Lead Officers and the Council to reflect on what could be improved whilst also being mindful of the overall budget.

Members were assured that all services had been reviewed in terms of efficiencies and everything that could be done had. This had included bringing in new IT services and new software to make services more efficient in the future.

As part of the recent Regulatory changes following the amendments to the Social Housing (Regulation) Bill, Berneslai Homes were implementing a new action plan based on conversations from customers and taking into account their feedback so it is developed by customers and what they perceive rather than officers. Part of the new act is based around working more with customers and how they can better listen to them such as when an issue is raised on something going wrong, gather that information and look into how they can do better.

Communications to tenants around repairs was being improved by proactively introducing personalised letters to individuals detailing updates and timescales around their specific repairs. A new repairs IT system was being installed in January 2024 resulting in possible savings of around £2 million per year. The investment would provide a better customer service in the future by increasing productivity by 1 job a day per person, which, across the whole year was a significant improvement.

In terms of tackling Anti-Social Behaviour, it was recognised that the Council retained responsibility for dealing with Anti-Social Behaviour and that Berneslai Homes did not have the same powers. However, Berneslai Homes were involved with low level issues such as neighbour and noise disputes and could escalate issues through the Council. Support would be provided to them by gathering evidence and supporting

the community. Following the forementioned restructure, an Anti-Social Behaviour Team had been created to undertake this work with the Council on case management. An Anti-Social behaviour app had been created to enable people to report issues 24/7 and a dedicated phone line was in operation with specialist Anti-Social Behaviour operatives. The creation of this Service had been enabled by the restructure of other services and removal of tiers and levels of Management in order to create more Community facing officers.

In response to questioning around potentially stopping people from becoming Berneslai Homes tenants who had a history of anti-social behaviour, it was noted that checks and balances before offering out a tenancy would be a difficult line to cross. As a social housing provider, they were asked to rehouse some people with challenging needs which required some intervention and management in order to benefit them out in the Community. If, however, someone is identified at the point of signing up, Housing Coaches were in place to work with new tenants to form an action plan to get them off on the right footing. If they are found to have needs after signing up, then they would be offered support, intervention and management in order to get the best outcome for the individual and the community they are living in. This is also done in collaboration with partnership agencies such as the Drugs and Alcohol Partnership, Adult Social Care and Mental Health Services.

Members were provided with a context as to why there was a significant backlog of repairs. It was noted that during the past couple of years there had been a large campaign around damp, mould and condensation which had resulted in an increase in repairs being reported to rectify this. It was recognised that the condition of some of the housing stock was low as some were more than 100 years old. Despite an investment programme of plastering, 70 to 80 year old homes were now deteriorating also. Any repairs that had an urgent health and safety risk such as damp and mould would be raised as a priority, resulting in other repairs having to wait. Work was being undertaken with Council colleagues in order to fully understand the needs of the investment programme for the forthcoming years.

60-70% of the housing stock was old and insulation in those properties was poor resulting in a build-up of moisture. Important work was being undertaken to put in ventilation as a priority to help combat damp, mould and condensation. Information was being provided to tenants around ventilation when cooking and drying clothes in the house. Berneslai Homes had created a Damp and Disrepair Team to deal with the extent of the issues around damp, mould and condensation in properties. It was reported that it had been difficult to recruit to but they were hopeful to have a full Team in operation as soon as possible.

A more efficient way of allocating work to contractors had been devised, in that works would be packaged up so contractors could deliver batches such as windows and doors in one go rather than drip feeding jobs as and when.

It was acknowledged that there was a constant flow of repair works which could never be finished but in terms of the backlog of non-priority works, it was noted that this was constantly being worked through but that it could not be guaranteed that these would be cleared by the end of the year. Remaining repairs would be carried over and addressed in the following financial year, following the account closure at

the end of the financial year. Members were informed that the Housing Revenue Account was under significant pressure, more than it had been in recent years.

Concerns were raised around the number of void properties in the Borough that were once family homes and unable to be allocated to families on the waiting list. It was reported that the number of voids were increasing as they are often houses that people had left in a state of disrepair, sometimes requiring around £10,000 worth of repairs to put right. A number of void properties would be ones where the previous tenants had turned down improvement works such as kitchens and bathrooms and these required significant work to get them up to a liveable standard.

Although recharges are raised, it was acknowledged that the main way to recover costs from people who leave houses in such disrepair would be if they tried to get back on the waiting list or if they are wanting to move to another Berneslai Homes property, then these issues would be addressed.

Members raised the recent closure of Safestyle UK warehouse in Wombwell and how to address the concerns of Berneslai Homes tenants being able to pay their rent. It was reported that if any tenant in the Borough had concerns around the ability to pay their rent and bills, to contact Berneslai Homes straight away in order for the Tenancy Support Officers and other Teams to help. It was also reported that anyone who worked there could get in touch with contract partners of Berneslai Homes in order to see if there were any job vacancies. Advice was also provided for anyone in this situation to contact the Department for Work and Pensions immediately to get them registered in the system.

Members enquired as to whether they could have any input into where tenants were placed in the Community to try and alleviate any update. They were informed that this was against the role of an elected member and there were strict governance codes and guides of how allocations are dealt with.

The waiting list for Berneslai Homes properties was substantial and members questioned what was being done to reduce it. In response members were informed that a significant amount of work had been undertaken on the Lettings Policy Review and the impact of that work had seen the numbers decreasing. Following the changes to the Lettings Policy a lot of people had withdrawn applications as realistically they would have no opportunity to be rehoused. The figure had dropped from around 10,500 to around 4,300 following this review. It was expected to drop further as further reviews are being undertaken to go live in the new year. An interactive tool had been launched to allow people to put in their brief details as to what they were looking for and their circumstances and the system is able to give a realistic indication of their chances of getting the property they would like. This provided people with a realistic insight to save them from sitting on a waiting list and not proactively looking elsewhere. The Council was investing in a programme of acquisitions and investing in new builds in order to replenish stock lost in the Right to Buy Scheme. Support was provided to people to signpost them to other housing services also.

Members questioned whether the Council was investing in enough new builds to replenish the stock. It was stated that there could never be enough to meet demand

and that the Housing Revenue Account was already under significant pressure to support existing council stock.

In terms of recruitment and retention of staff, it was reported that a number of entry level posts had been successfully recruited to but that more technically skilled job roles were struggling to be recruited to. There was a struggle to recruit Middle Managers and Heads of Services but that this was not unusual in the current climate and that most businesses and councils were also having difficulties. There was a need to look towards Barnsley 2030 to combine and tackle the issue across the Borough. There were a number of factors affecting the issue including pay, as within the sector, Housing Associations pay a significant amount more.

The schedule of adaptations to properties and any repairs to those adaptations was in a good position as they had received some capital funding to help with the backlog. Some needs required complex planning such as ramps which took longer to schedule in but a significant number of minor adaptations such as grab rails were completed on a regular basis. Berneslai Homes worked closely with SWYPFT and Occupational Health to help get through the personalised equipment and adaptations needs of tenants. It was noted that the possible needs of an ageing population was taken into account when investing in new properties to future proof the housing stock.

Members raised the importance of the close working relationship Elected Members had with Berneslai Homes and asked whether it would be possible for a Berneslai Homes representative be available to attend the Ward PACT meetings on a regular basis. It was reported that this had been requested previously and plans were in place for a Berneslai Homes Neighbourhood Team Leader to attend to work with Elected Members and the Police.

Members and Officers of the Council passed on their thanks and appreciation for the hard work and support to residents that Berneslai Homes had undertaken with regards to the recent floods in the Borough.

RESOLVED:-

- (i) that the witnesses be thanked for their attendance and contribution and that the report be noted;
- (ii) Berneslai Homes improve communication with tenants, particularly regarding keeping them updated with progress of issues/repair needs raised;
- (iii) that Councillors encourage tenants to get in contact with Berneslai Homes if they have concerns regarding making rent payments, as they can be put in touch with teams who can provide support in various ways;
- (iv) that thanks be passed on to Berneslai Homes officers for their assistance alongside Council officers during the recent floods.

Chair

MEETING:	Overview and Scrutiny Committee - Healthy Barnsley Workstream
DATE:	Tuesday 28 November 2023
TIME:	2.00 pm
VENUE:	Council Chamber, Barnsley Town Hall

MINUTES

Present

Councillors Ennis OBE (Chair), Barnard, Bellamy, Booker, Bowser, Clarke, Fielding, Green, McCarthy, Morrell, Moyes, Murray, Osborne, Sheard, Smith, Tattersall and A. Wray

14 Declarations of Pecuniary and Non-Pecuniary Interest

Councillor Osborne declared a non pecuniary interest as a member of the Berneslai Homes Board.

Councillor Sheard declared a non pecuniary interest as a member of the Barnsley Hospital Board and the Cabinet Support Member Public Health and Communities.

Councillor Tattersall declared a non pecuniary interest as a member of the Barnsley Hospital Charitable Trust and a member of the Berneslai Homes Board.

15 Minutes of the Previous Meeting

The minutes of the meeting held on 31 October 2023 were received.

16 Healthy Life Expectancy in Barnsley

The following witnesses were welcomed to the meeting:

- Rebecca Clarke, Head of Health Protection & Healthcare, Public Health & Communities, Barnsley Council
- Emma Robinson, Senior Public Health Officer, Public Health & Communities, Barnsley Council
- Cheryl Devine, Senior Practitioner, Public Health & Communities, Barnsley Council
- Andy Snell, Public Health Consultant, Barnsley Hospital NHS Foundation Trust/Barnsley Council
- Carrie Abbot, Service Director Public Health & Regulation, Public Health & Communities, Barnsley Council
- Anna Hartley, Executive Director Public Health & Communities, Barnsley Council
- Joe Minton, Associate Director – Strategy, PHM & Partnerships, South Yorkshire Integrated Care Board
- Jamie Wike, Deputy Place Director, Barnsley Integrated Care Place Based Partnership
- Councillor Wendy Cain, Cabinet Spokesperson Public Health & Communities

Emma Robinson and Cheryl Devine provided members of the Committee with a detailed presentation as an introduction to the report. The report provided an update on Healthy Life Expectancy and details of the factors that affect the number of years people in Barnsley spend in good health. Details of the Barnsley Council Inequalities Plan which is aligned to the place-based health inequalities strategy were also presented to Members within the report.

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

In regards to genetics and the part they play in someone's health and life expectancy, whilst medical practices collate information on family health history to gain an insight into any genetic dispositions, members were informed that it was mostly affected by social and economic circumstances. It was acknowledged that the things that people have a greater control over such as the environment where someone lives, alcohol use and air pollution, amongst other things, have the greatest impact on health and that genetics played a much smaller part.

Compared to other similar countries within the free market, it was noted that the United Kingdom were ranked 26 out of 37 in terms of life expectancy with Japan at the top of the table.

The decline in healthy life expectancy since 2015 as detailed within the report was recognised as being a result of austerity and the impact that had had on services and investments in the Barnsley area. At a South Yorkshire level the South Yorkshire Mayoral Combined Authority had pledged to make the county a healthier place to live by making changes at a broad level such as investing in and improving transport access to health care and employment. Local Authorities would respond to specific needs in their areas and Barnsley had laid out within the report what the Council would be doing across 3 areas of action to try and slow the downward turn and eventually reverse it. The Hospital were working towards the same 3 actions to find out what the drivers were and to make services fairer for the people who needed the most care to be seen first. Locally a lot of action was being taken to address this issue immediately rather than waiting for national policies to change.

It was not known at the time of the meeting whether social prescribing was having a significant impact on people's health but it was reported as a good service to support those who did not necessarily have medical needs. It was noted that there had been a significant uptake in people accessing the service and being referred to it. This had resulted in the number of social prescribing services doubling. The services social prescribing were offering had taken away some pressures on medical practices so they could focus on other health conditions.

A significant amount of work had been undertaken to capture the range and breadth of activities available around mental health. The Mental Health, Learning Disability, Autism and Dementia Partnership were working on how to bring all the information together in a central area so people could easily find and access the services they need. The Partnership were looking into how members of the Youth Council could be involved in order to expand the knowledge of what young people's needs were around mental health support. Work was being undertaken in partnership with

Communications in how best to share the information across Area Councils and Services.

Obesity was recognised as a high risk in deprived communities and was a rising issue in Barnsley. The Most deprived fifth of the population would need to spend 50% of their disposable income on food to meet the cost of the Government's recommended healthy diet. Early intervention was a key to educating families and children on the importance of a healthy balanced diet, the risks of smoking and excess alcohol use. The introduction of Family Hubs would be able to provide this information and Service. The ongoing challenge would be the continual rise in fast food outlets which have a connection to people with obesity.

In terms of healthy life expectancy, the data was unable to drill down into geographical area specific statistics. However it was noted that there were some inequalities showing that people from Penistone had a higher life expectancy than people from the Dearne or the centre of Town. The statistics did show that men had a lower life and healthy life expectancy than women. As part of the 3 tiers of work to be undertaken some targeted work for a certain age group of men had been initiated. This included pop up blood pressure checks in Barber Shops to capture those who would not normally access health services. Concerns were raised around a potential increase in prostate cancer cases in the Borough. Whilst there were no statistics to confirm if this was the case, it was thought that this was due to more celebrities bringing this to the forefront of public knowledge by talking about it openly resulting in more men being more open about it.

In regard to the reliability of the data, members questioned whether someone moving around the Borough and passing away in a different area would skew the data. It was noted that to some extent this could happen which is why a number of factors were taken into consideration such as population levels, trends over time and averages in order to gather a general picture of the geographical spread. Another difficulty with collating data accurately would be the occupation exposure to health risks, different health risks exposed to over a lifespan such as an accident which would change the healthy life expectancy of someone instantly. The majority of health risks are cumulative formed from childhood. An example of which was if someone was exposed to asbestos, brought up in a heavy smokers household and air pollution if in an urban area.

Members made reference to the UK Biobank, a large scale biomedical database which collates genetics, lifestyle and health information from UK participants. Members suggested that this data, if accessible by the Service, could be useful to provide additional information to the health picture in Barnsley.

It was recognised that there were links to poor oral health and other diseases such as cardiovascular disease. Access to good dental services was a major national issue and concern. Whilst Public Health have a remit for Oral Health Improvement work, dental health and access to services are outside f yje scope of the Public Health Service.

Concerns around Radon Gas were raised and whether this was an issue in the Borough with its history of being a mining town. It was noted that should any issues

arise the Head of Regulatory Services and Service Manager Pollution Control would investigate this further.

Members expressed their worry that the Borough's life and healthy life expectancies were so low, particularly as all the hard industries such as mining and steel had been gone for decades and more so in men than women. Members were reassured that this was not unique to Barnsley. There were multiple leading factors to ill health such as smoking, alcohol use and obesity which was high in the area. Targeted intervention would focus on men and getting them to open and speak up by visiting places they are more likely to frequent such as football clubs. It was noted that women generally were more familiar with the healthcare system as they had more exposure to healthcare throughout their lives so it was not seen as much of a challenge for them to speak up and access help.

Members raised concerns over the misuse of alcohol and whether it would be possible for Public Health to work with Licensing Officers and public houses and drinking establishments to run a campaign to ask people to drink a pint of water between each alcoholic beverage. Officers informed members this would be taken away and reported into the Alcohol Alliance.

It was acknowledged that any Government Levelling up monies would positively impact on the health of Barnsley residents as one of the biggest impacts on health was adequate income and housing.

Members were referred to an online document called 'What Makes Us Healthy' created by the Health Foundation which shows a graphical journey through life and breaks down components that affects people and their health such as transport, access to good food, work and education. Whilst this is a general look across the country most can relate to Barnsley residents.

Queries were raised as to how better housing could affect health. In response members were informed that there were a number of factors related to houses that affect health including:

- If not looked after they can have damp, mould and condensation resulting in respiratory issues
- Rubbish in the gardens can draw in vermin
- If a house is in disrepair it can affect the mental health of the person living in it
- Smoking in private rented and housing association houses is higher than owned homes
- Increased fall risks if houses are not maintained properly
- Lack of energy efficiency in some older homes if not insulated properly letting the cold and damp in
- Increased infection risk in houses of multiple occupation

It was asked if more bungalows in the Borough would result in less trips and falls. This was not something that could be specifically linked to whether someone lived in a one or two storey home. Falls were usually caused by an interaction of a number of risk factors. The more risk factors you have, the greater your risk of falling such as difficulties with walking and balance, poor footwear, use of some medications and home hazards. Work was being undertaken within the Partnership and other

agencies to work with people at more risk in order to avoid hospital and intermediate care and keep people in their own homes.

Concerns around vaping in pubs and homes and the impact on health were raised. It was noted that there was a Task and Finish Group looking into vaping across the whole population and working on what interventions are in place. The Chair of the Task and Finish Group agreed that they would be happy to add concerns raised to the recommendations from the group.

The Chair commented that as not every ward was represented at the Overview and Scrutiny meeting and with the issues raised and information provided affecting the whole Borough, they asked for the issue to be submitted as an item for an All Member Information Briefing.

RESOLVED:-

- (i) that the witnesses be thanked for their attendance and contribution, and that the report be noted;
- (ii) that the report be put forward for an All Member Information briefing;
- (iii) that witnesses consider mapping the range and breadth of activities available to adults across the borough to support mental wellbeing;
- (iv) that witnesses share their health inequalities toolkit with Area Council Managers;
- (v) that witnesses consider using data from the UK Biobank; and
- (vi) that witnesses consider approaching the Alcohol Alliance with members suggestion for responsible drinking.

Chair

This page is intentionally left blank

MEETING:	North Area Council
DATE:	Monday 13 November 2023
TIME:	2.00 pm
VENUE:	Council Chamber, Barnsley Town Hall

MINUTES

Present Councillors Leech (Chair), A. Cave, T. Cave, Denton, Howard, Hunt, Lofts, Tattersall and N. Wright

80 Declarations of Pecuniary and Non-Pecuniary Interests

Councillor Tattersall declared a non-pecuniary interest as she is a member of the Berneslai Homes Board.

81 Minutes of the North Area Council meeting held on 11 September 2023 (Nac.11.13.2023/2)

The Area Council received the minutes of the previous meeting held on 11 September 2023.

RESOLVED that the minutes of the North Area Council meeting held on the 11 September 2023 be approved as a true and correct record.

82 Connecting Communities Grant Provider DIAL - Sharon Brown (Nac.11.13.2023/3)

Members received a presentation from S Brown from DIAL, which provided an update on the Connect Together initiative which was funded by the North Area Council, with a strategic aim to reduce social isolation of disabled people, their families and carers. The objectives of the service were to extend the provision of support to reduce social isolation, facilitate activities that bring people together to share and learn, and to explore and develop other models of bringing people together.

The following key points were noted:-

- A total of 117 sessions had been ran, including 32 themed events which were introduced in autumn/winter 2022.
- A total of 113 people had attended Connect Together events.
- Bingo and a social club ran weekly sessions which included special workshops in poetry writing and quilling.
- 240 hours of volunteering time had been provided by 8 volunteers.
- A total of 1070 hours of contact time had been made with members.
- The first annual jumble sale had raised a total of £400.
- In 2022, a total of 60 people had attended the events, 33 slow cookers had been given away at four Crisis Support Sessions, 20 Christmas goodie bags

had been given away at four Christmas Giveaway events and 27 people had attended the Grab a Gift gift swap events.

- In 2023, over 100 people had attended the events, 44 gardening kits had been given away as part of the Green Fingers events, 30 fitness DVDs had been given away at three Get Fit events, 32 people had attended the Great Spring Clean events where they had received free cleaning essentials, and 27 people had attended the Picnic Hamper events where they had received filled picnic hampers.
- The outcomes achieved from the initiative had shown that 100% of people who attended Connect Together meet ups felt less isolated, more connected to their community, had made new friendships from regular attendance, and felt more confident since joining.
- Members were referred to a case study within the presentation slides.

Councillor Tattersall queried whether any future delivery plans had been identified from the current attendees, and whether these would be put into action in the upcoming year.

In response, S Brown commented that delivery was based upon the needs and requirements of individuals. Delivery plans were in place until Christmas 2023. From January 2024, intelligence would be utilised to plan initiatives on a quarterly basis.

Councillor Hunt queried how Connect Together could increase the number of people it interacted with and to identify isolated individuals.

S Brown referred to the challenges to identify isolated individuals. Organised events were key to attracting new members together with word of mouth. Members noted that a good way to continuously increase the membership could be achieved by further developing Connect Together and by establishing the interests of individuals locally.

Councillor Howard referred to the Darby and Joan Club at Darton WMC, which was specifically established to reach socially isolated individuals. She suggested that it could be a venue for Connect Together to reach other socially isolated individuals.

Councillor Leech expressed his thanks for an informative presentation.

RESOLVED that Members noted the update.

83 Housing and Cohesion Officer - Mark Griffiths (Nac.11.13.2023/4)

Members received a presentation from M Griffiths, Housing and Cohesion Officer which provided an overview of his job role and highlighted some of the work undertaken to date.

The following key points were noted:-

- The core of the work undertaken by M Griffiths dealt with issues that were capable of having a detrimental effect on others i.e. environmental issues, property/housing conditions in private sector housing, fly-tipping, littering, garden waste, social issues, supporting vulnerable people and low level anti-social behaviour.

- The aims and objectives of which were to encourage communities to work towards setting their own standards and empower individuals to help themselves and improve their environment, to create and sustain safe and pleasant communities, to identify and react to problems and issues and to apply pro-active initiatives and interventions, and to improve housing conditions and standards for private rental tenants in the North area.
- Close collaborative working was undertaken with several departments and agencies which included South Yorkshire Police, South Yorkshire Fire and Rescue Service, voluntary agencies and Adult and Children's Social Services.
- On a quarterly basis, M Griffiths arranged and organised North Area Action Days in collaboration with a variety of agencies, which rotated around all four Ward Alliances. The following action days had recently been held:-
 - A waste clearance operation on Athersley pit fields, which focused on improving the appearance of the location for the benefit of local residents and dog walkers.
 - Operation Drift which focused on several issues in the North's geographical area of Honeywell. It was undertaken in a multi-faceted approach which had achieved good outcomes in terms of improving the environment, enforcement and support. A total of 24 private rental properties had been visited with a view to generating housing inspections.
- Members noted the community engagement events and were referred to a number of case studies within the presentation slides.

Councillor Tattersall expressed her thanks for an interesting report and for the work undertaken across all four Ward Alliances. She was pleased to observe the work that had been undertaken on garden fires which occurred across the borough and could easily become out of control and cause damage to other properties. She queried whether collaborative work was undertaken with South Yorkshire Fire Service to provide garden fire safety messages on social media.

Councillor Howard commented that individuals were permitted to have garden fires, although instances of frequent garden fires and at certain times during the day could be reported to the Council. She referred to the private rental property flats on Church Street, Darton which had encountered water leaks, and she had provided the Area Manager with the information to be forwarded onto M Griffiths for his assistance.

In response to a query raised by Councillor A. Cave regarding the frequency that cases were monitored and followed up, M Griffiths referred to a number of ongoing cases that would not close until at least a couple of follow up inspections had taken place. The number of follow up inspections undertaken would depend on the merits of a particular case.

Councillor Leech expressed his thanks to M Griffiths for quickly dealing with an instance where an individual had collected a large amount of rubbish for money, which he had burnt in his garden and it had got out of hand.

Councillor Hunt requested that garden fires be discussed with Members at the next Darton East Action Day.

Councillor Lofts expressed his appreciation to M Griffiths for dealing with the dog fouling issue in the Old Town area.

On behalf of the North Area Council, Councillor Leech gave thanks to M Griffiths for all the work undertaken.

RESOLVED that Members noted the update.

84 10 Year Celebration Reflections (Nac.11.13.2023/5)

Councillor Leech referred to the 10 year celebration event that had been held on Friday 29 September 2023 at Staincross Working Men's Club. He considered it to have been a fantastic event which had been enjoyed by everyone in attendance. He expressed his thanks to the Area Manager and her team for all the work involved.

The Area Manager gave thanks to Members for all their help and support in the preparatory work and for providing assistance at the event. She also wished to express special thanks to Christina who had made favours to be handed out to everyone at the end of the evening.

Councillor Howard considered that it had been a fantastic event, and she expressed her thanks to the Area Team for all the organisation involved. She requested that a letter of thanks be sent to Christina on behalf of the North Area Council.

Approximately 120 people had attended the event. During the evening presentations had been received from each of the Ward Alliances, all attendees had received a raffle ticket to be entered into a free prize draw, and performances had included the Angel Voices Community Choir.

Members noted that the North East and South Area Councils were still to hold their 10 year celebration events.

RESOLVED that Members noted the update.

85 Performance Report for Quarter 2 (Nac.11.13.2023/6)

A report was presented which provided an aggregate picture of how all the North Council contracted services contributed to the achievement of each of the North Area Council's agreed outcomes and social value objectives, which reflected upon the information gathered from each contract for the period July – September 2023. The report provided a summary of the performance management report for each of the contracted services for 2023/24 Quarter 2 (July – September 2023). The report provided a link between the commissioned services and the Public Health Outcomes.

M Griffiths referred to the outstanding work undertaken by the Environmental Caretaker Team during Operation Drift.

Councillor Denton referred to the Reds in the Community Men's Health Club that he had recently attended, which had a positive impact on his mental health in terms of education and fitness. He considered that this was a fantastic initiative, and he would be an advocate for future sessions.

Members were referred to the case studies for each contracted service.

RESOLVED that Members noted the contents of the Performance Management report.

86 Connecting Communities Grant Extension Report (Nac.11.13.2023/7)

A report was presented which provided Members with an update on the contract extension arrangements for the Stronger Communities Grant funded programme.

The Grant Review Workshop had been held on 31 August 2023 where the grant panel had reviewed the providers' delivery and performance, and had considered whether the North Area was receiving good value for money.

At the North Area Council Meeting held on 11 September 2023, Members had agreed a further 12 months of intervention by Age UK and DIAL Barnsley. As a result of the delayed start at the beginning of the programme, the Reds in the Community would continue to deliver until the end of June 2024.

RESOLVED that Members confirmed their decision to continue the funding for two providers of the Connecting Communities Grant programme at a total combined value of £75,000 for a period of 12 months. (Age UK - £40,875.00, DIAL Barnsley - £34,125.00).

87 Priorities, Commissioning and Overview Report (Nac.11.13.2023/8)

A report was presented which provided Members with a financial position and forecast for expenditure based on the projects that had been proposed. The report also highlighted the need to agree a clear plan for commissioning against the priorities.

In relation to the work undertaken on the resilience fund and to enable the review process to commence, the Area Manager discussed with Members, as the decision makers, how they could be better informed to ensure that the grant programme continued. Ad Astra would welcome one Member of the Working Group at a time to observe the school sessions, and the YMCA had recommended holding a surgery.

RESOLVED that

- (i) Members noted the progress on the Environmental Community Caretaker Service recruitment.

- (ii) Following the Connecting Communities Grant Review, the panel recommended and the Area Council agreed to a further investment of £75,000 to enable two grant providers to continue provision for a 12 month period, concluding March 2025. Full details at agenda item 7.
- (iii) To conduct a review of the Youth Resilience Fund required a review to enable a decision on potential project extension to be made at the January Area Council meeting.
- (iv) The North Area Council noted the existing budget position and the existing funding commitments. Section 4 of the report.

88 Report of the Ward Alliance Fund (Nac.11.13.2023/9)

A report was presented to provide an update on the financial position of the Ward Alliance budget for each ward for the 2023/24 period.

Councillor Leech referred to a recent Area Chair Liaison meeting, where an update had been provided on the hanging baskets and Christmas trees. A provider had now been sourced for the hanging baskets across the borough and work was underway to secure standard pricing for the Christmas trees.

RESOLVED that each Ward in the North Area Council area prioritises the efficient expenditure of the Ward Alliance Funds 2023/24, in line with the guidance on spend.

89 Ward Alliance Fund Grant Performance Monitoring Report from the last Financial Year (Nac.11.13.2023/10)

A report was presented which provided an update on the Ward Alliance Fund monitoring for the year 2022/23.

The Area Manager expressed her thanks to L Swift and R Battye for chasing the monitoring information, and to K Ashworth for the work undertaken in preparing the performance reports for each of the Ward Alliances. Members were requested to present the reports within their respective Ward Alliances.

Councillor T. Cave also expressed his thanks for the performance reports which were interesting to observe the differences between each Ward Alliance. He queried whether it would be possible for the monitoring information for the Ward Alliances to be included as part of the review.

It was noted that difficulties were encountered in receiving the monitoring information from the community groups. The Area Manager referred to instances where she would delay the timing of an application until their final monitoring report was received. Members supported the Area Manager in this action.

Councillor Tattersall gave thanks for the performance reports. She requested that Members be informed when future performance reports would be compiled and for Members to be provided with an email address to enable photographs to be submitted for inclusion into the reports.

Councillor Leech expressed his thanks for the excellent report presented.

RESOLVED that each Ward in the North Area Council referred to the monitoring information for the Ward Alliance Fund in their own area and took the time to reflect on which projects had worked well, enabling them to share best practice.

90 Notes from Ward Alliances (Nac.11.13.2023/11)

The meeting received the notes from the Darton East Ward Alliance held on 12 September 2023 and 10 October 2023; Darton West Ward Alliance held on 13 September 2023 and 16 October 2023; Old Town Ward Alliance held on 10 October 2023; and St Helen's Ward Alliance held on 7 September 2023 and 19 October 2023.

Councillor Denton referred to the work undertaken by the Darton East Ward Alliance. Funding had been approved for various projects which included a pantomime for disadvantaged children to be held at Staincross WMC and Christmas trees which would be installed at Mapplewell Village Hall, Windhill and Woolley. The next health and wellbeing event would be held on 14 November 2023 at Mapplewell Village Hall. The Christmas light switch on was scheduled for 24 November 2023, and the beer festival would also commence on the same date, which everyone was welcome to attend.

Councillor T. Cave referred to the work undertaken by the Darton West Ward Alliance. The Christmas programme of events had been the most recent topic of discussion. The number of Christmas trees would be limited to prevent a strain on the service providers. Focus had been made to the Kexborough Community Centre to provide additional help to families over the Christmas period. It was noted that the Gawber School History Board was almost complete. During early autumn, concern had been expressed around the hanging basket situation and how to avoid such issues in the future. The milestone on Huddersfield Road opposite Vets4Pets had recently been refurbished. Councillor T. Cave informed Members of the Milestone Society that could assist with the refurbishment of milestones within their respective Ward Alliances.

Councillor Lofts referred to the work undertaken by the Old Town Ward Alliance. Funding had been approved to help establish a Community Pantry in Honeywell, which had a long term aspiration to gather volunteers to keep it running. The main topics for discussion at the meeting had related to Christmas trees and spring bulbs. A funding bid for a local cat rescue had been received. It had been decided to defer the bid until further information was available to ascertain whether other Ward Alliances had been approached.

Councillor Wright referred to the work undertaken by St Helen's Ward Alliance. The Santa sleigh route had been finalised and advertised on the local Facebook forums, which would commence on Sunday 3 December 2023.

Councillor Leech referred to the 13 Junior Tykes football teams that played at the Memorial Field on Laithes Lane, Barnsley. It was envisaged that the storage container would be made available shortly.

A discussion had ensued in relation to a letter sent into the Barnsley Chronicle which had wrongly suggested that the North Area Council was not passing money onto the community groups. The letter had followed an earlier newspaper article where the Barnsley Chronicle had reviewed each Ward Alliance in the North Area. Councillor Hunt referred to the Darton East Ward Alliance which had recently approved a number of funding applications. Members noted that the Area Manager had prepared a statement in relation to the funding pot.

Councillor Howard referred to the Christmas event that would be held at Barnsley Town Hall on Sunday 10 December 2023 from 11.00am to 3.00pm where many of the activities would be free of charge. There would also be a craft stall and visits to see Father Christmas. Members were requested to encourage any families struggling with the cost of living to attend the event. Councillor Leech requested that details of the event be displayed within the North Area Council and advertised on the Council and Ward Alliance website pages.

RESOLVED that the notes of the respective Ward Alliances be noted.

Chair

MEETING:	Dearne Area Council
DATE:	Monday 20 November 2023
TIME:	2.00 pm
VENUE:	Meeting Room, Goldthorpe Library

MINUTES

Present Councillors Coates (Chair), Bowler, Cain, Moore and Morrell

26 Declarations of Pecuniary and Non-Pecuniary Interests

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

27 Minutes of the Previous Meeting of Dearne Area Council held on 4 September 2023 (Dac.20.11.2023/2)

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

RESOLVED that the minutes of the Dearne Area Council meeting held on 4 September, 2023 be approved as a true and correct record.

28 Quarter 2 Performance Report (Dac.20.11.2023/3)

The Area Council Manager submitted her performance report for Quarter 2 and Members noted its contents.

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

- The Area Council Priorities, the commissions including Twiggs, the B:Friend service, the Dearne Electronic Community Village and the work of the Private Sector Housing and Cohesion Officer.
- Since the last quarter, Twiggs had worked with 144 volunteers and 23 new volunteers which had included 384 volunteer hours at Twiggs' events, a total of 272 rubbish bags had been filled, 35 areas had been targeted in proactive and reactive work and 4 fly tipping cases had been reported.
- During the quarter, the B:Friend service had supported 190 isolating older neighbours, provided 248 hours of 1:1 befriender interactions, 65 hours of staff visits/calls, had a total of 96 volunteers which included 8 new volunteers and had provided 52 hours of group social activities.

Arising out of the above, reference was made to the changes in DBS processing which, in the past, had delayed individuals being able to take on volunteer work. In addition, it was noted that the social groups were going from strength to strength. It was also noted that the Thurnscoe Groups was now full to capacity.

- The Dearne Electronic Community Village had provided learning to 52 individuals during the quarter, 22 learners had been recruited with 16 learners

achieving qualifications, 4 learners had moved into employment and 16 learners had progressed into further training.

Members were reminded of the issues that had been encountered in relation to the lease of the premises by the DECV which it was hoped was to be finally resolved with the group only paying for the space that they used.

- In relation to Housing Enforcement, a total of 179 reports had been made during the quarter, 22 properties had been improved, 36 contacts had been made with household waste on premises, 130 fly tipping incidents had been reported, 39 households had been supported to responsibly recycle or dispose waste and 6 vulnerable homes had been identified.

It was noted that a meeting had been held with Berneslai Homes, Waste Management and other parties in relation to the Lansdowne Estate, Thurnscoe and a targeted clean up was to take place on Friday.

- During the quarter, DIAL Barnsley had received a total of 69 enquiries, 93 individuals had reported reduced anxiety as a result of using the service and £64,524 benefit claims had been supported. It was noted that just under three quarters of all issues dealt with were with regard to benefits and the social return on investment was amazing.
- A total of 211 individuals had attended the Older Generation Get Together within the Goldthorpe Development Group during the quarter, and 39 volunteers had provided assistance across 3 events.

Arising out of the above, it was noted that attendance had been reduced due to a clash with another group meeting at the same time but it was hoped that dates could be changed to avoid this going forwards.

Laura Hammerton the Area Council's Senior Management Link Officer informed Members of changes proposed to be introduced nationally in relation to childcare and wrap around care which it was hoped would assist parents getting back into work. She gave a brief resume of the changes in entitlement and the enhancements in provision particularly in relation to the increase from 15 to 30 hours provision. She gave details of the minimum standards of provision required, the staffing requirements, the likely pay scales as well as the key dates for implementation. It was noted that these changes had been announced as part of the Governments Spring Budget 2023. The Council was currently looking at ways in which it could assist and support both providers and staff, including new staff, in implementing and introducing these changes and in developing their service provision further. The Council was also looking at how these changes could be properly advertised and communicated so that parents were aware of their entitlements.

Members were disappointed that Nursery Nurse expertise appeared to have been lost and they expressed an element of concern at the proposed pay scales and qualification requirements of some staff to be employed in this sector as it was thought that this should be higher so as to truly reflect the importance of such provision.

RESOLVED that the update be noted.

29 Dearne Area Council Financial Update (Dac.20.11.2023/4)

The Area Council Manager submitted a report which provided an update regarding the Area Council's financial position.

The report outlined the carry forward from 2022/23, the committed spend for 2023/24 and 2024/25 together with information on the Dearne Development Fund. A detailed financial breakdown was included within an Appendix to the report.

It was noted that in total the Area Council had £57,429.91 to carry over into this financial year.

The Area Council Manager reported that the financial information was correct at the time of the writing of the report but further expenditure since that time, and the decision on the future arrangements for the Environmental Service, meant that there would be a variance from the reported figures. An update would be provided at the next meeting.

RESOLVED that the financial update and the impact on future budgets be noted.

30 Future Environmental Service (Dac.20.11.2023/5)

Further to Minute 23 of the meeting held on the 4th September, 2023, the Area Council Manager submitted a report providing an update regarding the Environmental Commission, funding and contract timescales. It provided information regarding recent Member briefings to discuss possible future direction for the commission and detailed several options for the Area Council to consider.

Members were reminded that the environment was a priority for the Area Council and the report provided the background to the operation of the various environmental service contracts that had first started in 2013. It was clear that there was a definite need from within the community for professional support to deliver on environmental projects. Although volunteers needed to be central to the delivery of this priority, Members had also stated the need to have a service that could also be reactive and target hotspot areas.

The Area Council was then asked to consider five options previously discussed at a Members Briefing held on the 24th July, 2023 and these were outlined in detail within the report. The report also outlined the costs involved and the operational remit of the various options together with Area Council Manager's observations and comments on each option.

It was noted that the Area Council had allocated £90,000 in the 2023/24 financial year and because of other commitments and commissions, this amount was the maximum that could be aligned to the environmental priority.

It was noted that the current contract came to an end on the 31st March, 2024 and, therefore, if this service was to continue a decision would be required at this meeting in order to progress with the procurement. In addition, depending on the preferred

option a decision would also need to be made on how long the Area Council agreed funding for.

If a full procurement exercise was undertaken, in order to appeal to more providers, it was suggested that this could be done on a 1+1+1 basis (a three-year agreement in principal but with contract reviews at the end of each year). All other options could initially be confirmed for 12 months and reviewed prior to the end of the first year with a maximum commitment of 3 years.

Members of the Area Council then discussed each individual option in detail and, based on the option chosen, the potential implications for staffing together with any TUPE transfer arrangements. Arising out of the discussion, the Area Council Manager gave details of the way in which environmental projects operated in other Area Council areas and she gave information of the service providers in those areas.

RESOLVED:

- (i) That the Environmental Services contract be awarded to Neighbourhood Services;
- (ii) That the contract be awarded in principle for three years (on a 1+1+1 basis) and in accordance with the following budget projections (Y1 - £84,139, Y2 - £86,222, Y3 - £94,175 – Y3 to be funded by an element of carry forward funding) but subject to quarterly contract meetings and review every 6 and 12 months;
- (iii) That there be a 50/50 split between working with volunteers and reactive work and an understanding that, as a minimum, there will be a Team Leader working 5 days per week and a Driver/Worker working 3 days per week; and
- (iv) That it be noted that the contract will include a 20% contingency to cater for unexpected occurrences and that Performance Monitoring be undertaken using the Council's Power Bi system.

31 Notes from the Dearne Ward Alliances (Dac.20.11.2023/6)

The meeting received the notes from Dearne North Ward Alliance held on 26th September, 2023 and the Dearne South Ward Alliance held on 10th October 2023.

Members received a brief update from the Area Council Manager of the main items discussed and the activities promoted at the meetings:

(a) Dearne North

- Three applications for funding had been submitted – one had been part funded on the proviso that further information was provided, one had been paid by their working funds partial payment and one application was declined.
- Group updates had been provided on the excellent work undertaken through the Autumn and winter months.

- The Community Development Officer supported Alliance Members in running through several ideas for winter projects. Reference was made to the lack of volunteers which meant that some proposals were not feasible. Ideas around hampers was taken away for further costings and work for the officer supporting the Alliance.
- Many projects related to activities around Christmas and the Alliance took a decision not to duplicate these.
- A membership recruitment exercise would be undertaken in January 2024 and there would be some marketing of the Alliance with examples of what it had previously undertaken and funded.

(b) Dearne South

- A guest speaker, Mr R Snaith from Humankind, had attended who outlined the work he undertook in relation to mental health and young people in the Dearne South Community. He indicated that he ran a weekly session from The Factory in Goldthorpe.
- No funding applications had been submitted.
- The Treasurer gave an update on the working funds balances and projects against committed spend.
- Projects were discussed around the Christmas on The Square and winter warmth provision. It had been agreed to fund a Christmas Event on St Andrew's Square due to the folding of a local community group last year. This was to ensure that the community had some community cohesion and could celebrate Christmas. Discussions took place around initiatives that could be provided and run by the Ward Alliance
- Group updates were given by each of the Ward Alliance members representing their work in the Dearne South Ward.

RESOLVED that notes from the respective Ward Alliances be received.

32 Report on the Use of Ward Alliance Funds (Dac.20.11.2023/7)

The Area Council Manager submitted a report on the spend to date from the Ward Alliance Funds within the Dearne North and South Area.

It was noted that within the Dearne North Ward Alliance there was a starting balance for 2023/24 of £12,270.17 which included the underspend of £2,270.17 from 2022/23. Eleven projects had been funded at a cost of £8,088.49, leaving a balance of £4,181.68. Within the Dearne South Ward Alliance there had been a starting balance for 2023/24 of £16,031.04 which included an underspend of £6,031.04 from 2022/23. A total of nine projects had been funded at a cost of £9,468.57, leaving a balance of £6,562.47.

It was noted that since the publication of the report, further expenditure had taken place on certain projects/initiatives details of which would be reported to the next meeting.

RESOLVED that the Dearne North and South Ward Alliance Fund Report be received and the spend to date be noted.

Chair

MEETING:	North East Area Council
DATE:	Thursday 23 November 2023
TIME:	2.00 pm
VENUE:	Reception Room - Barnsley Town Hall

MINUTES

Present

Councillors Hayward (Chair), Booker, Cherryholme, Ennis OBE, Green, Houghton CBE, Makinson, McCarthy, Peace, Richardson, Sheard and Webster

27 Declarations of Pecuniary and Non-Pecuniary Interests

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

28 Minutes of the Previous Meeting of North East Area Council held on 21 September 2023 (Neac.23.11.23/2)

The meeting considered the minutes from the previous meeting of the North East Area Council held on 21 September 2023.

RESOLVED that the minutes of the North East Area Council held on 21 September 2023 be approved as a true and correct record.

29 Safer Neighbourhoods Presentation - Alan Heppenstall (Neac.23.11.23/3)

Alan Heppenstall, Team Leader, Safer Neighbourhoods, Barnsley MBC, provided Members with a verbal update on the services provided by the Safer Neighbourhoods Team to address antisocial behaviour issues in the North East area.

Members noted the following key points:

- There had been a change in the Team's management structure with Paul Stelling now responsible for leading the Team.
- The Team now had the flexibility, with the support of partners, to deal with low level anti-social behaviour issues informally, have robust conversations and offer advice to individuals.
- The Empty Homes Team were interested in receiving information from Members with regards to any empty properties within the North East Area they may be aware of. The aim was to bring empty properties back into use, due to there being considerable pressure for affordable homes in the area.
- Members were asked to make the Team aware of any properties within their areas which were overgrown and may be empty, as these properties often attracted individuals to commit low level anti-social behaviour.
- The Housing and Community Safety Team did undertake work with rogue landlords when damp and mould issues had not been addressed by them.
- Working in partnership with the Fire Service, the Team were aware that there were 110 (4%) hoarded and self-neglect properties in the borough. Individuals living in

these conditions often had mental health issues and other vulnerabilities. There were currently 4,000 people at risk in the borough due to hoarding and self-neglect increasing the risk of a fire occurring. Assurances were provided that the Team did work alongside partners and did visit properties reported to them in order to offer help and advice.

- Private rented properties were the biggest target for cannabis grows in Barnsley. The Team were working with partners and landlords as part of the Cannabis Grow Aware Scheme, which promotes property checks between 8 and 10 weeks to stop cannabis grows in the private rented sector.

A discussion arose in relation to preventing the fly-tipping of waste in the borough. It was noted that there was a duty of care placed on individuals to make sure that the person or company removing their waste was authorised to do so, if not, they could be prosecuted. Members noted that communications had been issued and were available to prevent the fly-tipping of waste.

Members raised concerns that reports of anti-social behaviour involving off-road bikers had increased significantly. In response, it was confirmed that the Team were working in partnership with the Police to tackle this issue. When reports were received, the Team did visit addresses and have robust conversations with individuals. When several reports were received regarding the same individual, the Team did have the power to seize their vehicle.

On behalf of the Area Council, the Chair thanked Alan Heppenstall for his update and requested that he attends future meetings on a regular basis to keep Members informed of the work taking place in their wards.

RESOLVED that Members noted the verbal update.

30 Jon Finch, Area Council Link Officer Feedback (Neac.23.11.23/4)

Jon Finch, Area Council Link Officer, provided Members with a verbal update on the proceedings from the recently held, first virtual Team around the Community meeting.

It was noted that one of the key areas of work for the Team around the Community was in relation to working with children and young people and food. Two Sub-Groups had been established to work on these two key areas of focus. At the recent Team around the Community meeting, it had been agreed that the two Sub-Groups would now join the main Group.

At the meeting, wider updates had been provided in relation to the 10 Year Celebration event, an update from South Yorkshire Funding Advice Bureau and updates from community and voluntary groups. A discussion had also taken place on the Pride of Place Grants. A meeting would take place in December to agree the applications which would receive Pride of Place Grants. It had also been agreed that there would be a mix of both physical and online future Team around the Community meetings.

RESOLVED that Members noted the verbal update.

31 Quarter 2 (July to September 2023) Performance Report (Neac.23.11.23/5)

Lisa Phelan, Area Council Manager, submitted the North East Area Council Project Performance Report, which gave an oversight and update on the delivery of the commissioned projects for Quarter 2 - 2023/24 (July to September 2023).

The report outlined, amongst other things, how the projects within the Area Council area were meeting the Council's Corporate Priorities and the 2030 Ambitions. It also gave details of how projects were being delivered together with performance data against targets where appropriate.

Members' attention was drawn to the following key highlights:

- There had been over 100 participants at Age UK's regular activities and events held in the North East area.
- The North East's Stop Smoking Advisor had facilitated a pilot information session looking at smoking and vaping at Outwood Shafton Academy in collaboration with the Youth Association.
- The Private Sector Housing Enforcement Officer had achieved 92 proactive initial property contacts during Quarter 2.
- There had been a total of 188 riders who had taken part in Ramp Up sessions during the Summer.
- There had been a total of 92 participants over the Summer taking part in activities run by Reds in the Community.

RESOLVED that the Project Performance Report for Quarter 2 – 2023/24 (July to September 2023) be noted.

32 Procurement and Financial Update Report (Neac.23.11.23/6)

Lisa Phelan, Area Council Manager, introduced a report providing Members with an up-to-date overview of the Area Council's current priorities. It provided an overview of all current contracts, contract extensions, Service Level Agreements and Grant Funded Projects together with the associated timescales.

The report also outlined the financial position to date for 2022-23 and gave details of the projected financial position to 2023-24 as outlined in Appendices 1 and 2 of the report.

Members were informed that the Healthy Lifestyles Panel had met on 11 September 2023 to explore a Healthy Lifestyles project proposal. The Panel had agreed that the project was feasible and meets the North East Area Council's 'Healthy Lifestyles' priority. The Panel were encouraged that significant match funding had been sourced and were pleased to note that there would still be funding remaining in the Healthy Lifestyles budget to pursue other small project ideas in the future.

Appendix A to the report provided Members with further details on a proposal to fund a North East Drugs and Alcohol Advisor, together with details on the match funding that had been purposed to support this project totalling £30,000 for the 2-year period.

In response to Members questions, the Area Council Manager provided assurances that the funding would allow for a dedicated Drugs and Alcohol Advisor to be based

within the core team at Barnsley Recovery Steps. The Advisor would visit community locations based on local intelligence and the needs of each area.

Members considered and agreed to support recommended Option 1 to fund a North East Area Drugs and Alcohol Advisor via Barnsley Recovery Steps for a 24-month period, likely to start from 1 January 2024 to 31 December 2026, at a total cost of £41,000.

RESOLVED

- i) That the North East Area Council's current priorities, and overview of all current contracts, contract extensions, Service Level Agreements and Grant funded projects, with associated timescales, be noted.
- ii) That the actual financial position to date for 2022-23 and the projected expenditure, including future proposals, to 2023-24 as outlined in Appendices 1 and 2 of the report be noted.
- iii) That recommendation Option 1: to fund a North East Area Drugs and Alcohol Advisor via Barnsley Recovery Steps for a 24-month period, likely to start from 1 January 2024 to 31 December 2026, at a total cost of £41,000 be approved.

33 Notes of the Following Ward Alliances with Feedback from each Ward Alliance Chair (Neac.23.11.23/7)

The meeting received notes from the Cudworth, Monk Bretton, North East and Royston Ward Alliances held throughout September and October 2023. The following updates were noted:-

Cudworth – The Christmas lights switch on would take place on Friday 1 December 2023. Due to the expense of the Christmas lights at £159.14 per light, it was noted that this may be reviewed for Christmas 2024.

The repair of Elmer the Elephant had now been undertaken following damage and vandalism in its former home of St John's Gardens. Elmer was now situated in the library grounds and would be locked-off behind gates during the evening to prevent damage.

An Outreach Worker had recently been undertaking work with children in Cudworth Park to assist with litter picking etc. It had been agreed that the boulders in the park would be removed when work commenced on the demolition of the bungalow in Cudworth Park.

Three mosaics had been installed in Cudworth village highlighting notable parts of its local culture. The collection of mosaics depicts Cudworth's Canadian twin-town, its historic linen industry and native Sir Michael Parkinson.

Monk Bretton – The Remembrance Sunday Parade held on Sunday 12 November 2023 had been very well attended. The Parade had commenced at the Methodist Church to the War Memorial Remembrance Garden, followed by a Special Service of Remembrance at St Paul's Church in Monk Bretton.

The Ward Alliance had received two funding applications. One from Carlton Bowling Club and the second from the Dementia Club.

The Christmas light switch on at St Mary's Magdalene Church, Lundwood would take place on Tuesday 28 November 2023.

The Monk Bretton Christmas light switch on would take place on Monday 4 December 2023.

The Christmas light switch on at St John the Evangelist Church, Carlton would take place on Monday 4 December 2023.

A Christmas Market would be held at Monk Bretton Priory on Saturday 9 December 2023.

North East – The October Ward Alliance meeting had been held at Shafton Outwood Academy. Five students and a member of staff had joined the meeting as part of their learning about the Ward Alliance and its role and responsibilities within the community.

The Ward Alliance had discussed possible Christmas events and had agreed to fund a Winter Warmth event.

The Ward Alliance's October half term provision had been very well attended.

At the November Ward Alliance meeting, Members had received a presentation from the University of the Third Age (U3A) to discuss the work of the U3A.

Royston – The Ward Alliance had been very busy preparing for Christmas events in the community, including the preparation of Christmas lights for the installation on lampposts in the village.

Three Remembrance Services had been held in Royston on 11, 12 and 13 November 2023, which had all been very well attended.

Students at Carlton Academy were currently making baubles for the Christmas trees at Carlton and Royston.

A Christmas light switch on would be held on 5 December 2023 at St John the Baptist Church, Royston. All four local primary schools had been invited to join the event and had been asked to select hymns they wish to sing. A Christmas tree light switch on at the Wells was also scheduled.

The Ward Alliance had received an 'Outstanding' Award for its entry in the Yorkshire in Bloom competition 'It's Your Neighbourhood' category. Royston Canal Club had been awarded 'Platinum' for its entry in the 'Open Green Spaces' category of the competition.

A meeting had recently taken place with the Land Trust to discuss improving facilities at Rabbit Ings and the possible use of Principal Towns funding.

The Ward Alliance had been working in partnership with the volunteers at Royston Friends Association to help set up a Good Food Pantry. The Good Food Pantry, located at Manor Court Community Centre had been officially opened on 20 October 2023 to make it easier for local people to access quality food regardless of their budget.

RESOLVED that the notes from the Ward Alliances be received.

34 Report on the Use of Area Council Budgets and Ward Alliance Funds (Neac.23.11.23/8)

Lisa Phelan, Area Council Manager, submitted a report which outlined the agreed spend to date from the 2023/24 Ward Alliance Fund budget within the North East Area. The appendices attached to the report outlined the spend for each Ward Alliance together with the remaining allocations carried forward from the 2022/23 financial year.

RESOLVED that the report on the use of Ward Alliance Funds be noted.

35 Reflection on 10 Year Celebration (Neac.23.11.23/9)

Councillor Hayward referred to the 10 Year Celebration event which had been held on Thursday 16 November 2023 at West Green Working Men's Club in Monk Bretton. He requested Members to provide their feedback.

All Members considered it to have been a fantastic evening, which had provided an excellent opportunity for the Area Council to celebrate and thank community groups and volunteers for all the good work they have undertaken in the last 10 years, and continue to undertake in the North East Area.

On behalf of the Area Council, Councillor Hayward wished to thank the Area Council Manager and her Team for all their hard work in arranging the event. He also expressed thanks to Councillor Peace for undertaking the role of event compere and quiz master, to Councillor Webster for organising transport and to Councillor Richardson for photographing the event.

Members agreed that a letter of thanks be sent on behalf of the Area Council to all the staff at West Green Club to thank them for all their hard work and helping to arrange the event.

The Area Council Manager thanked Members for their excellent feedback and reported that the overall budget for the event had been underspent. It was noted that funds would be returned to each Ward Alliance shortly.

RESOLVED that Members noted the update.

Chair

MEETING:	Penistone Area Council
DATE:	Thursday 30 November 2023
TIME:	10.00 am
VENUE:	Council Chamber, Penistone Town Hall

MINUTES

Present Councillors Greenhough (Chair), Barnard, Burnett, Kitching, Lowe-Flello and Wilson

23 Declarations of pecuniary and non-pecuniary interests

No Members declared an interest in any item on the agenda.

24 Minutes of the Penistone Area Council meeting held on 7 September 2023 (Pac.30.11.2023/2)

The Area Council received the minutes from the meeting held on 7 September 2023.

RESOLVED that the minutes of the Penistone Area Council meeting held on 7 September 2023 be approved as a true and correct record.

25 Notes from the Penistone Ward Alliances held on 12 October and 9 November 2023 (Pac.30.11.2023/3)

The meeting received the notes of the Penistone Ward Alliance meetings held on 12 October and 9 November 2023.

RESOLVED that the notes from the Penistone Ward Alliance meetings held on 12 October and 9 November 2023 be received.

26 Report on the Use of Ward Alliance Funds (Pac.30.11.2023/4)

Members received the report noting its contents. The Area Council Manager drew members attention to the increase in applications received and grants awarded since the previous meeting. Members noted the remaining £7,909.98 in the fund and acknowledged that further applications had been received to be determined at a future Ward Alliance meeting.

It was raised that within the report, it stated the School's Out Fund carried forward figure was from 2022/24 projects and should read as the 2022/23 projects.

RESOLVED that the report be noted.

27 Quarter 2 Performance Report (Pac.30.11.2023/5)

The Area Council manager provided members with an overview of performance for Quarter 2 covering July to September 2023 and all contracted Services.

Members attention was drawn to the statistics and in particular the volunteering numbers. It was reported that this figure would significantly drop due to the Clean Green and Tidy Contract ending.

The Clean, Green and Tidy contract had provided its last report with focus mostly being on picking up proactive work. The numbers of groups worked with had dropped due to no new Groups being taken on due to the contract coming to an end, however established Groups had remained to be supported. A commemorative tree had been vandalised at Watermeadows park and replaced by a donated Acer from Twiggs Grounds Maintenance Ltd. Members were provided with a highlight of the other areas that Twiggs had covered in their final months of their contract.

The Supporting Vulnerable and Isolated Older People's contract had continued to report good outcomes in the quarter.

The Age UK contract had some good outcomes in the quarter with 35 active volunteers, 5 of which were new and 101 community car journeys being undertaken. The Penistone Men in Sheds was no longer supported by Age UK and was being established as an independent group. The Millhouse Green and Thurlstone lunch club was also no longer supported by Age UK due to a lack of volunteers to run it, users were being signposted to the New Inn lunch club. Members were provided with a list of numerous other groups that were operating in the area and trips and events that had taken place.

The Information and Advice Service provided by Citizens Advice Bureau had moved onto their face-to-face contact offer alongside the phone and online service. This had commenced at the end of August on Wednesday mornings twice a month in Penistone Library. Take up had been slow but it was recognised that it could take a while for word to get out about the return to a face-to-face service. The majority of issues dealt with were in relation to Benefits and Tax Credits and Universal Credit. 66 clients had used the service in quarter 2 with 98 issues being dealt with as a result of some clients having more than one issue. The DIAL information and advice offer for Penistone continues to provide weekly face to face appointments at Penistone Town Hall which are booked up well in advance. There was added value through the DIAL contract via the central offer of calls and emails, 84 clients had accessed the service outside of what the Penistone Area Council were paying for. DIAL were recruiting new Advisers through an apprenticeship system and 2 people with knowledge from different backgrounds had been recruited.

The Working Together Grant Fund had supported Adult singing workshops until January 2024. Whilst this had been well promoted and plenty of interest had initially been seen, the final number of regular adults in attendance was 8, this was due to many being too nervous or did not have the time to attend regularly. Of the regular attendees, some had reported significant improvements in health and confidence. Members were invited to a private performance from the Adults Workshop to be held in January.

Ad Astra had applied for funding to supply a third year of support to young people for support with emotional wellbeing targeting each year group in terms. This had commenced after the October half term and an update would be provided within the Quarter 3 report at a future meeting.

Following the Penistone Grammar School Project which was funded through the Supporting Young People Grant Fund, a group of Post-16 students had proposed a 'Student Mentor Programme' which would be trialled within the Year 12 students and rolled out if successful.

Girlguiding Barnsley West had supported 250 young women and girls to complete a programme around activities to support with going away. Of the 250, 192 completed the actual activity itself with some older children successfully staying overnight. Due to the price increase of the course, the funding provided from the Grant Fund was not able to cover the full course costs and was apportioned to supporting the young people who would not have been able to afford the course.

Angel Voices had provided their final report from the 2022/23 grant funded programme for singing workshops, qualifications and live performances for young people. This grant funded project had provided a good outcome for young people with a final performance at the Penistone Paramount which included two different team shows one of which focussed on climate change. The latter had resulted in requests from a number of audience members for them to perform at their schools or events in their establishments. An additional application had been received for future funding in order to provide advice and guidance to young people to educate them about the music industry.

The Area Team had enabled two significant projects to support young people in the area. The first of these helped connect Cawthorne Primary to various services such as the local policing team to aid with road safety outside of schools. The second was to establish summer activities for young people working in partnership with the Sports Van and Ramp Up Programme through BMBC. The Ramp up was very popular and attracted 394 young people and 115 attended the sports van sessions.

The team are also working to support with the cost of living crisis by helping to grow a Penistone Food network. A consultation exercise had been held and feedback had shown most people thought it would be a good idea of having a food hub. Work was being undertaken with various partners including Good Food Barnsley to establish a food hub model for Penistone.

The Penistone 10 Year celebration event, organised by the Area Team was a great success with attendees from volunteers, partners, parishes, local businesses and community groups to celebrate 10 years of working together for the Penistone Community.

RESOLVED that the report be noted.

28 Procurement and Financial Update (Pac.30.11.2023/6)

The Area Council Manager spoke to the item providing members with a highlight of each commissioned contract.

The Supporting Vulnerable and Isolated Older People's Service was into the second year of its contract which was due to end in June 2024.

The Working Together Grant Fund was funding the Citizens Advice Bureau contract and DIAL Services as the adult singing workshops were due to end in January 2024. A total of £37,052 was remaining in the grant fund pot which would be used to support the priority around food and cost of living crisis.

The Working Together – Supporting Young people Grant Fund had approved five projects following round 3 grant panels held in September and October 2023. The five new projects included:

- Ad Astra – Listening support for young people in Penistone Grammar School
- Angel Voices – singing workshops
- Cawthorne Junior Cricket Club – Young people’s development programme
- Thurgoland Thespians – expansion programme
- Walking with Goats – young people’s wellbeing programme

The total cost of the five projects was £37,337.83 leaving a remaining balance of £2,662.17 unallocated within the pot.

An update was provided with regards to the progress of the new Clean, Green and Tidy Contract. Members were informed that progress was being made and Service 1, which would be a directed service with no volunteers, would be on Yortender on the 4th December with a deadline of 3rd January for applications. A Panel would be held in January and the new service would commence in early February 2024. Service 2, which will be to support volunteers and community groups, was being developed as a grant funded service. This would be advertised in December 2023 with a Grant Panel to be convened in January 2024 for the service to also commence in February 2024.

Members were concerned around there being four months with no service. They were informed that whilst this was not ideal, the area team has been providing support and advice with any incoming requests and some groups had been funding specific jobs from their own budgets and would be able to continue to do that until the new services were in place.

Members were provided with an overview of the 2023/24 budget. It was noted that the remaining balance in the financial year was £37,216.

RESOLVED:-

- (i) that the update of the contract funded by the new Supporting Isolated Older People Grant Fund be noted;
- (ii) that the current financial position of the Penistone Working Together Fund be received and noted;
- (iii) that the Supporting Young People ringfenced funds within the existing Working Together Grant Fund be received and noted and that the take up of round 3 grants for this financial year be noted;
- (iv) that the conclusion of the Clean Green and Tidy Contract which started in April 2020 and concluded at the end of September 2023 be noted;

(v) that the updates on the procurement process for new contracts to support Penistone Area Council's environment priority be received;

(vi) that the current financial position of the Penistone Ward Alliance be noted;
and

(vii) that the record of allocated and proposed spend and current budget position for 2023/24 be noted.

Chair

This page is intentionally left blank

MEETING:	Central Area Council
DATE:	Wednesday 6 December 2023
TIME:	2.00 pm
VENUE:	Reception Room - Barnsley Town Hall

MINUTES

Present Councillors K. Dyson (Chair), Clarke, Fielding, Mitchell, Moyes, Murray and P. Wright

22 Declaration of Pecuniary and Non-Pecuniary Interests

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

23 Minutes of the Previous Meeting of Central Area Council held on 27 September 2023 (Cen.06.12.2023/2)

The meeting received the minutes from the previous meeting of Central Area Council held on 27 September 2023.

RESOLVED that the minutes of the Central Area Council held on 27 September 2023 be approved as a true and correct record.

24 Support for Private Tenants and for Berneslai Home Tenants - Lisa Harris, Dominic Dimanna and Sharon Laister (Cen.06.12.2023/3)

Lisa Harris, Housing and Cohesion Officer, Barnsley Council, Dominic Dimanna, Tenants First Team Leader, Berneslai Homes, and Sharon Laister, Cost of Living Advisor, Berneslai Homes, were welcomed to the meeting.

Members were made aware of the Hardship Fund which was available to Berneslai Homes tenants. £0.5m from Housing Support Grant was made available to assist those struggling in the cost of living crisis. Support was available in the form of payments for gas and electricity, including pre-payment vouchers or assistance with arrears, or by providing vouchers for food and toiletries.

The fund was capped at £750 per household per 12 months, and details of income and expenditure was required to be provided to assess eligibility. Members heard that members could apply every 3 months if the maximum of £750 per household had not been reached.

Members noted that food vouchers were available for a variety of supermarkets, and available in different denominations. Applications to the fund could be made online, or via telephone, and tenants could self-refer or be referred by various external agencies. Members noted that around £280k remained in the fund, but that there was a backlog of applications to be processed.

In addition, members were made aware of two other sources of financial support, one which provided help with hoarding cases, and another for support with water debt,

school uniforms and hygiene. It was noted that with hoarding, financial support could be provided in the form of skips or cleaning, and that referrals would be made to support agencies.

Questions were asked in relation to leaseholders, who were not tenants, and it was confirmed that only tenants were eligible, however support may be available through the More Money In Your Pocket for those in other housing tenures. It was noted that the fund was not equipped to respond to urgent needs, and applications could take from 2-6 weeks depending on the current backlog of applications.

It was noted that eligibility criteria would be circulated to Members. Members were encouraged to promote the fund to pensioners, as they were currently underrepresented as recipients.

Those present were then provided an update in relation to the role of the Housing and Cohesion worker and their work with tenants in the private rented sector and with owner occupiers. Members noted that financial support could be provided through Household Support Grant in the form of £49 energy vouchers for pre-payment meters, and that the officer had made many referrals to the fund. It was noted that applications from each household could only be made every 30 days.

Members noted the work undertaken to support tenants with damp, with many noticing deteriorating conditions due to the rise in fuel prices and heating being used more sparingly. Members heard how some households had been supported with food vouchers to help offset the increased heating charges and in other cases blankets, moisture boxes and extra quilts had been provided for individuals to keep warm.

Members noted that heavy rains had also highlighted cases of damp and disrepair, and many vulnerable tenants had been supported to deal with these issues with the officer liaising with the landlord on their behalf.

The proactive nature of the post was acknowledged and Members heard that the officer was currently supporting 36 households. Noted were the widespread difficulties due to rising costs, which had led to a number of owner occupiers unable to service their boilers, potentially leading to significant health impacts. Where possible referrals to other sources of support, such as Age UK were made. Those present also discussed other sources of support such as CISWO.

Members noted the additional pressures on landlords, and the options available to improve conditions for tenants, such as serving improvement notices. The option for works in default with a charge on the deed being made, or payment plans was discussed.

Those present heard of the support to landlords and tenants, with resources available in the form of a 'how to rent' booklet for the latter.

Noted was the workload of the Housing and Cohesion Officer, with the current prevailing weather increasing the number and severity of issues faced by vulnerable residents.

RESOLVED that thanks be given for the attendance of officers, the information provided, and their continued hard work to support residents.

25 Performance Management Report Quarter 2 (Cen.06.12.2023/4)

The Area Council Manager introduced the report that provided an overview of performance in quarter 2 and covered the period August- September 2023.

Members heard that contract management meetings had been held with all organisations delivering for the Area Council, and no issues with performance had been identified.

RESOLVED that the report be received, and the contents noted.

26 Procurement and Financial Update (Cen.06.12.2023/5)

The Area Council Manager introduced the report which provided the current position of Area Council commissions, service level agreements and grants. It was noted that a panel had met to consider applications to the Social Isolation Fund. Four had been selected to proceed, and details would be made available in the new year.

Members noted that deadline for the Youth Work Fund call for submissions had recently passed and those received would be considered shortly. An update on both funds would be provided at the next meeting of the Area Council.

RESOLVED:-

- (i) That the overview of Central Area Council's current priorities, and overview of all current contracts, contract extensions, Service Level Agreements, and grant funded projects, with associated timescales be noted;
- (ii) That the actual financial position to date for 2023-2024 and the projected expenditure, including future proposals, to 2023-2025 as outlined in appendices 1 and 2 of the report be noted;
- (iii) That it be noted that the Social Isolation moderation panel met on 17 November 2023 with details of successful applicants being made available to the next meeting of the Area Council.

27 Notes of the Ward Alliances (Cen.06.12.2023/6)

The meeting received the notes of the following meetings of the Ward Alliances within the Central Area:-

Central – held on 23 August, 27 September and 25 October 2023

Dodworth – held on 3 October 2023

Kingstone – held on 2 September and 15 November 2023

Stairfoot – held on 11 September, 9 October and 13 November 2023

Worsbrough – held on 7 September and 12 October 2023

It was remarked that Dodworth had held a very well attended Christmas Fayre, which had been funded through the contributions from the Ward Alliance Fund and from Better Barnsley Bonds. The latter was recommended as a useful source of external funds.

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

28 Report on the Use of Ward Alliance Funds (Cen.06.12.2023/7)

RESOLVED that the report be noted.

Chair

MEETING:	South Area Council
DATE:	Friday 15 December 2023
TIME:	10.00 am
VENUE:	Meeting Room 1 - Barnsley Town Hall

MINUTES

Present

Councillors Markham (Chair), Eastwood, Franklin, Frost, Higginbottom, Osborne, Shepherd, Smith, Stowe, White and A. Wray

23 Declarations of Pecuniary and Non-Pecuniary Interests

Councillor Higginbottom declared a pecuniary interest as an employee of Age UK Barnsley in respect of minute number 30.

Councillor Frost declared a non-pecuniary interest as a trustee of Age UK Barnsley in respect of minute number 30.

Councillor Markham declared a non-pecuniary interest as a trustee of Age UK Barnsley in respect of minute number 30.

Councillor Osborne declared a non-pecuniary interest as a board member at Berneslai Homes in respect of the agenda as a whole.

24 Minutes of the Meeting of South Area Council held on 20 October 2023 (Sac.15.12.2023/2)

The meeting considered the minutes of South Area Council held on 20 October 2023.

RESOLVED that the minutes of the South Area Council held on 20 October 2023 be approved as a true and correct record.

25 Healthwatch - Tracy Hughes (Sac.15.12.2023/3)

Members received a verbal presentation on the topic of adult safeguarding and the role Healthwatch Barnsley played in supporting this issue. Topics discussed included how information on safeguarding was communicated to the public, through literature, partnership working and active in-person engagement. Healthwatch Barnsley was able to provide a supporting role in the reporting of safeguarding concerns from the public to the local authority.

During Member discussion, a lack of information on how to access support by the public was highlighted, as was the importance of working with partners such as housing associations and engaging through community events. It was stated that up-to-date lists of contacts for this area should be provided to multi-agency workers, so to alleviate some of the existing gaps in where workers could signpost. Members discussed incidents where safeguarding concerns should be reported, including

vulnerable adults being manipulated at home and changes of behaviour being noticed by neighbours and community workers.

RESOLVED that the presentation be noted.

26 Community Safety - Rachel Dickinson (Sac.15.12.2023/4)

Members received a presentation on the Clear Hold and Build initiative, a three-step model which looked to tackle organised crime in an innovative way. Hoyland had been chosen as a pilot location of this Home Office initiative.

During Member discussion examples of organised crime and ASB across the South Area were considered at length, including drug crime and off-road bikers. In determining methods to tackle crime, Members identified; CCTV and street-lighting, partnership agency working, youth workers and opportunities for young people, and appropriate locating of supported living accommodation. The shortfalls in police resource were acknowledged, as were delays in courts convicting criminals.

RESOLVED that the presentation be noted.

27 District Enforcement - School Patrols Contract Update - Paul Wilcock (Sac.15.12.2023/5)

Members received a presentation from District Enforcement with an update on their activity on parking enforcement outside schools.

Various parking contraventions were discussed by Members as were solutions to the issues presented. As well as enforcement action through fixed penalty notices, Members considered the educational aspect of the contract. Discussion was also had on how faded signage should be renewed and proposals for future traffic regulation orders be considered, where proportionate.

RESOLVED that the presentation be noted.

28 Notes of the Ward Alliances (Sac.15.12.2023/6)

The meeting received the notes from the following Ward Alliances; Darfield Ward Alliance held on 16 November 2023; and Wombwell Ward Alliance held on 20 November 2023.

RESOLVED that the notes from the Ward Alliances be received.

29 Report on the Use of Ward Alliance Funds (Sac.15.12.2023/7)

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

RESOLVED that the report be noted.

30 Procurement and Finance Report with Performance Update (Sac.15.12.2023/8)

The Area Council Manager introduced the report and outlined to Members the commissioned services contracts and service level agreements that were due for expiry in the upcoming financial year 2024-25. The commissioned services comprised:

- Environmental Enforcement services
- South Area Caretaker service
- Age UK Barnsley – Better Together Service
- Barnsley CAB – community outreach project
- Private sector housing support
- South Area Council commissioning budget

During Member discussion a consensus was reached that the private sector housing support SLA was to be renewed and needn't be workshopped.

RESOLVED :-

1. That the private sector housing SLA be renewed; and
2. That Members note the information and updates within the report and agree to reviewing the remaining South Area Council priorities and commissioning services in a series of workshops to be arranged by the South Area Council Manager.

Chair

This page is intentionally left blank

MEETING:	Cabinet
DATE:	Wednesday 15 November 2023
TIME:	10.00 am
VENUE:	Council Chamber, Barnsley Town Hall

MINUTES

Present Councillors Houghton CBE (Chair), Cain, T. Cave, Franklin, Frost, Higginbottom, Howard, Makinson and Newing

Members in Attendance: Councillors Bellamy, Bowser, Cherryholme, Moyes, Osborne and Sheard

136. Declaration of pecuniary and non-pecuniary interests

Councillor Sheard declared a non-pecuniary interest as Governor at Barnsley Hospital in respect of the agenda as a whole.

137. Leader - Call-in of Cabinet decisions

The Leader reported that no decisions from the previous meeting held on 01 November 2023 had been called in.

138. Minutes of the previous meeting held on 1 November 2023 (Cab.15.11.2023/3)

The minutes of the meeting held on 01 November 2023 were taken as read and signed by the Chair as a correct record.

139. Decisions of Cabinet Spokespersons (Cab.15.11.2023/4)

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

140. Petitions received under Standing Order 44 (Cab.15.11.2023/5)

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

141. Ofsted's Inspection of Local Authority Children's Services in the Borough (2023) (Cab.15.11.2023/6)

RECOMMENDATION TO FULL COUNCIL ON 23 NOVEMBER 2023

RESOLVED that Cabinet agree the outcomes of the recent inspection be submitted for consideration at the meeting of Full Council on 23rd November 2023.

142. South Yorkshire Stages Rally 2023 (Cab.15.11.2023/7)

The Leader advised that the organisers of the proposed rally had withdrawn their application and cancelled the event.

RESOLVED that the item be withdrawn.

143. Exclusion of Public and Press

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

<u>Item Number</u>	<u>Type of Information Likely to be Disclosed</u>
144	Paragraph 3

144. Community Asset Transfer (Cab.15.11.2023/9)

RESOLVED that Cabinet:-

1. Approve the new lease term of 75-years and to note the clarification around the proposed leased area subject to the Head of Property Services being satisfied that the prospective tenant has shown a need for a lease term of 75 years and has the capacity to manage the asset for the full term; and
2. Agree that the previous delegated authority granted to the Service Director (Regeneration and Culture) working in conjunction with the Head of Property, to finalise the Heads of Terms shall remain; and
3. Agree that the delegated authority previously granted to the Service Director (Law and Governance) to complete the lease shall remain in place.

.....
Chair

MEETING:	Cabinet
DATE:	Wednesday 29 November 2023
TIME:	10.00 am
VENUE:	Council Chamber, Barnsley Town Hall

MINUTES

Present Councillors Houghton CBE (Chair), Cain, T. Cave, Franklin, Frost, Higginbottom, Howard, Makinson and Newing

Members in Attendance: Councillors Bellamy, Bowser, Cherryholme, Moyes, Osborne, Peace and Sheard

145. Declaration of pecuniary and non-pecuniary interests

Councillor Higginbottom declared a non-pecuniary interest as an employee of Age UK Barnsley.

Councillor Cain declared a non-pecuniary interest as the Chair of the Dearne Delivery Group.

Councillor Sheard declared a non-pecuniary interest as a Governor at Barnsley Hospital.

Councillor Cave declared a non-pecuniary interest as a Trustee of Barnsley Youth Zone.

Councillor Osborne declared a non-pecuniary interest as a Berneslai Homes Board Member and Member of the interview Panel in respect of Minute Number 151.

146. Leader - Call-in of Cabinet decisions

The Leader reported that no decisions from the previous meeting held on 15 November 2023 had been called in.

147. Minutes of the previous meeting held on 15 November 2023 (Cab.29.11.2023/3)

The minutes of the meeting held on 15 November 2023 were taken as read and signed by the Chair as a correct record.

148. Decisions of Cabinet Spokespersons (Cab.29.11.2023/4)

The Record of Decisions taken by Cabinet Spokespersons under delegated powers during the week ending 24 November 2023 were noted.

149. Petitions received under Standing Order 44 (Cab.29.11.2023/5)

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

150. Family Hubs and Start for Life Delivery Model (Cab.29.11.2023/6)

RESOLVED that Cabinet:-

1. Approves the implementation of a new service delivery model, based on community-based delivery and six designated Family Hub sites replacing the existing Family Centre delivery model which was to fulfil statutory requirements and support the delivery of the Family Hubs and Start for Life Programme delivery in line with Department for Education (DFE) guidance; and
2. Approves the de-designation of the remaining family centres as children’s centres and the ceasing of operation of the ten family centre sites cited in the report; and
3. Endorses an exploration into the feasibility of a town centre site for delivery.

151. Appointment of the Chair of the Berneslai Homes Board (Cab.29.11.2023/7)

RESOLVED that Cabinet notes and supports the appointment of a new Chair of the Berneslai Homes Board.

.....
Chair

Item 26



MEETING:	Cabinet
DATE:	Wednesday 13 December 2023
TIME:	10.00 am
VENUE:	Council Chamber, Barnsley Town Hall

MINUTES

Present Councillors T. Cave, Franklin, Frost, Higginbottom, Howard, Makinson (Chair) and Newing

Members in Attendance: Councillors Bowser, Cherryholme, Moyes, Osborne and Sheard

152. Declaration of pecuniary and non-pecuniary interests

Councillor Frost declared a non-pecuniary interest as a trustee of Age UK Barnsley in respect of Minute Number 157, and as a member of the National Education Union in respect of Minute Number 158.

Councillor Higginbottom declared a non-pecuniary interest as an employee of Age UK Barnsley in respect of Minute Number 157.

Councillor Bowser declared a non-pecuniary interest as a member of the National Education Union in respect of Minute Number 158.

Councillor Sheard declared a non-pecuniary interest as a governor at Barnsley Hospital in respect of the agenda as a whole.

153. Call-in of Cabinet decisions

The Deputy Leader reported that no decisions from the previous meeting held on 29 November 2023 had been called in.

154. Minutes of the previous meeting held on 29 November 2023 (Cab.13.12.2023/3)

The minutes of the meeting held on 29 November 2023 were taken as read and signed by the Chair as a correct record.

155. Decisions of Cabinet Spokespersons (Cab.13.12.2023/4)

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

156. Petitions received under Standing Order 44 (Cab.13.12.2023/5)

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

157. Procurement of the Older People's Physical Activity Alliance (BOPPAA) (Cab.13.12.2023/6)

RESOLVED that Cabinet:-

1. Approves the joint approach outlined at option 3 and budget detailed at paragraph 3.1 of the report; and
2. Authorises officers within Barnsley Council to approach the market to inform the procurement of a provider organisation to co-ordinate the Alliance, which works collaboratively to prevent falls and improve the strength and balance of older people; and
3. Delegates authority to the Executive Director of Public Health and Communities to award the contract for the Alliance following a competitive process.

158. Provisional Education Outcomes (2023) (Cab.13.12.2023/7)

RESOLVED that Cabinet notes the provisional education outcomes in the Borough for 2023, together with the limitations of the data and the action to be taken to continually improve education outcomes.

159. UK Shared Prosperity Fund Update (Cab.13.12.2023/8)

RESOLVED that Cabinet:-

1. Note the progress made with securing UKSPF funds for the borough, the SY UKSPF Investment Plan and the process for approval of further funds; and
2. Note the proposals submitted and being delivered using Year Two of Communities and Place theme funding of 0.624M; and
3. Delegate authority to the Service Director Regeneration and Culture to bid for and receive Year Three UKSPF funds for Communities and Place, Supporting Business, People and Skills themes to SYMCA in order to maximise all further funding opportunities for the borough with future updates to be brought into Cabinet in a timely manner.

160. Quarter 2 (2023/24) Corporate Performance Report (Cab.13.12.2023/9)

RESOLVED that Cabinet:-

1. Note the contents of the Corporate Performance Report in relation to the delivery of the Corporate Plan priorities and outcomes; and
2. Agree the Performance Report is shared with the Overview and Scrutiny Committee to inform and support their ongoing work programme.

161. Corporate Finance Performance Quarter 2 2023/24 (Cab.13.12.2023/10)

RESOLVED that Cabinet:-

1. Note the £21.2M projected cost pressure on the Council's 23/24 General Fund budget a deterioration of £3.5M since Quarter 1; and

2. Note the significant cost pressures that were continuing within Children's Social Care and the plans the Executive Director of Children's Services in conjunction with the Director of Finance were undertaking to mitigate these pressures; and
3. Received further updates from Executive Directors on the delivery of their service reviews/efficiencies and future spending plans, ensuring that these were managed within agreed resource envelopes; and
4. Note the requirement to utilise further reserves should the position not improve; and
5. Note the current forecast pressure of £0.8M on the Housing Revenue Account; and
6. Approve the accounting write-off of historic bad debts totalling £0.414M as detailed in the report; and
7. Note the forecast position on the Capital Programme; and
8. Note scheme slippage totalling £18.241M; and
9. Note scheme rephasing totalling £0.976M; and
10. Approve new schemes to be released into the programme totalling £20.165M in line with the agreed 23/24 Capital Programme; and
11. Note the key messages from the Council's Q2 Treasury Management activities.

.....
Chair

This page is intentionally left blank

Item 27



MEETING:	Cabinet
DATE:	Wednesday 10 January 2024
TIME:	10.00 am
VENUE:	Council Chamber, Barnsley Town Hall

MINUTES

Present Councillors Houghton CBE (Chair), Cain, T. Cave, Franklin, Higginbottom, Howard, Makinson and Newing

Members in Attendance: Councillors Bellamy, Bowser, Cherryholme, Moyes, Osborne, Peace and Sheard

162. Declaration of pecuniary and non-pecuniary interests

Councillor Sheard declared a non-pecuniary interest as a Governor at Barnsley Hospital.

Councillor Osborne declared a non-pecuniary interest as a Board Member at Berneslai Homes.

163. Leader - Call-in of Cabinet decisions

The Leader reported that no decisions from the previous meeting held on 13 December 2023 had been called in.

164. Minutes of the previous meeting held on 13 December 2023 (Cab.10.1.2024/3)

The minutes of the meeting held on 13 December 2023 were taken as read and signed by the Chair as a correct record.

165. Decisions of Cabinet Spokespersons (Cab.10.1.2024/4)

The Record of Decisions taken by Cabinet Spokespersons under delegated powers during the weeks ending 15 December 2023 and 22 December 2023 were noted.

166. Petitions received under Standing Order 44 (Cab.10.1.2024/5)

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

167. Contract Procedure Rule Amendments (Cab.10.1.2024/6)

RECOMMENDATION TO FULL COUNCIL ON 1 FEBRUARY 2024

RESOLVED that Cabinet recommend that Council:-

1. Approve the revisions to the Contract Procedure Rules detailed in the report for publication on the Council's website; and

2. Acknowledge that further revisions will be required to the Contract Procedure Rules in 2024 once more information is known about the Procurement Bill (Transforming Public Procurement) and its implementation date.

168. Calculation of Council Tax Base 2024/25 (Cab.10.1.2024/7)

RESOLVED that Cabinet:-

1. Approve the calculation of the Council's Tax Base for the year 2024/25; and
2. Confirm that the Council Tax base for the year 2024/25 shall be 66,800.90, understanding this figure has been calculated in accordance with the Local Authorities (Calculation of Council Tax Base) (England) Regulations 2012; and
3. Approve in principle the implementation of a 100% premium for substantially furnished second homes from 1 April 2025; and
4. Calculated in accordance with the above regulations, agree the Council Tax Base for the year 2024/25 in respect of each Parish be as follows:

Parish Area	Band D equivalent chargeable properties	95% of Band D equivalent chargeable properties
Penistone	4,504.40	4,279.18
Billingley	94.40	89.68
Great Houghton	644.30	612.09
Little Houghton	177.60	168.72
Shafton	936.30	889.49
High Hoyland	69.20	65.74
Hunshelf	164.00	155.80
Langsett	106.20	100.89
Cawthorne	615.00	584.25
Dunford	252.40	239.78
Gunthwaite and Ingbirchworth	311.20	295.64
Thurgoland	802.90	762.76
Tankersley	750.10	712.60
Wortley	311.00	295.45
Oxspring	482.90	458.76
Silkstone	1,207.80	1,147.41
Stainborough	159.70	151.72
Barnsley and other Non-Parish areas	58,727.30	55,790.94
Total	70,316.70	66,800.90

169. 2024/25 Business Rates - Calculation of the Authority's Local Share (Cab.10.1.2024/8)

RESOLVED that Cabinet:-

1. Note the process for estimating the retained Business Rate Local Share for 2024/25 and agree that the 'local share' for Barnsley will be £32.089M (excluding S31 Grants) in line with the Council's Medium-Term Financial Strategy (MTFS) and;
2. Agree that the final submission is approved by the Director of Finance S151 Officer in consultation with the Cabinet Spokesperson for Core Services.

170. Exclusion of Public and Press

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

<u>Item Number</u>	<u>Type of Information Likely to be Disclosed</u>
171	Paragraph 3

171. Barnsley Property Investment Fund 3 - Update and Revised Allocation (Cab.10.1.2024/10)

RESOLVED that Cabinet:-

1. Approves the recommendation on how to proceed with the proposal to support the two schemes set out in the report; and
2. Agrees, 'in principle' to release the capital funds earmarked to deliver a third phase of the property investment fund scheme as detailed in this report; and
3. Notes the outcomes achieved through the PIF to date and the ongoing economic need and demand for commercial development within Barnsley; and
4. Approves the release of capital reserves in the form of grant payments to support the proposals outlined in this report; and
5. Agrees 'in principle' to accept and manage the JESSICA grant offered by SYMCA to support scheme specific delivery; and
6. Delegates authority to the Service Director, Regeneration and Culture to take the decisions on the applications and enter into grant agreements to give effect to those decisions subject to the financial envelope set out in the report, and any necessary consultation with legal and finance.

.....
Chair

This page is intentionally left blank

Item 29

SOUTH YORKSHIRE PENSIONS AUTHORITY

7 SEPTEMBER 2023

PRESENT: Councillor J Dunn (Chair) Councillor M Havard (Vice-Chair)
Councillors: R Bowser, S Clement-Jones, S Cox, , J Mounsey, C.
Gamble-Pugh, A Sangar and M Stowe

Non-voting Coopetes: N Doolan-Hamer (Unison) and G Warwick
(GMB)

Investment Advisors: T Castledine and A. Devitt

Officers: G Graham (Director), J Stone (Head of Governance &
Monitoring Officer), S Smith (Assistant Director - Investments
Strategy), G Taberner (Assistant Director - Resources & Chief Finance
Officer), W Goddard (Head of Finance

Chris Hitchen and Jessica Wilson from Border to Coast.

Apologies for absence were received from Councillors D Nevett, A
Dimond and D Fisher

1 APOLOGIES

The Chair welcomed everyone to the meeting.

Apologies were noted as above.

2 ANNOUNCEMENTS

None

3 URGENT ITEMS

None

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

Resolved: Items 21 and 22 shall be considered in the absence of Public and Press by
virtue of Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972

5 DECLARATIONS OF INTEREST

None

6 SECTION 41 FEEDBACK FROM DISTRICT COUNCILS

None

7 MINUTES OF THE MEETING HELD ON 08/06/2023

RESOLVED: That the minutes of the meeting held on 8 June 2023 be agreed as a true record.

8 QUESTIONS FROM THE PUBLIC

Questions were received from Mr Ashton, Mrs Smith and Ms Cattell.

The Director replied on behalf of the Authority.

Electronic versions of the questions and responses will be e-mailed to the relevant members of the public. The written replies are attached as appendices at the end of this pack.

9 Q1 PERFORMANCE REPORT

The Assistant Director – Resources and Head of Finance presented the Q1 Corporate Performance Report for members to consider and approve.

Key areas for consideration were highlighted to members who raised a number of questions.

Members queried the new risk added to the strategic risk register in relation to the pensions administration backlog and asked what the root cause of the issue was.

Assurance was also sought that staff sickness was being monitored with rigour and appropriate measures put in place to manage.

In response the Director explained that this type of backlog is not unusual, with other Administering Authorities having similar issues, however the issue still needs addressing. A detailed analysis of the pensions administration workload has taken place and identified the need for additional staff and also highlighted the imbalance of the workforce with more experienced pensions practitioners required to assess the more complex cases. It was confirmed that these issues will be addressed as part of the report to be presented to the Staffing Committee in October.

The Assistant Director - Resources confirmed that staff sickness levels are still relatively low compared to pre covid levels. Assurance was given that sickness is monitored rigorously in line with the Managing Attendance Policy and that the HR Business Partner works closely with all managers to support this process.

It was explained that staff working from home seems to have reduced the sickness levels along with working creatively with hybrid working and the flexi scheme.

Members also questioned if the Authority is using more agency staff than necessary.

The Director confirmed that this is not the case, the only current agency member of staff is the interim Assistant Director - Pensions, due to the specialist nature of the role and subsequent recruitment process.

RESOLVED: Members noted, commented on and accepted the report.

10 ADVISOR MARKET COMMENTARY

The Independent Advisers presented the Market Commentary Report for members to consider and note.

Members sought the views of the advisers around the stability of the funding level and how this could be affected by the rise or fall in the Stirling along with the balance of liabilities.

The advisers responded that as a global investor a weaker Stirling can be more beneficial as portfolios not denominated in Stirling will rise. Returns will be eroded with a stronger Stirling. Whilst it is not felt that the funding levels will drop as dramatically as they have just risen, they could and need to be managed by controlling the asset number, which currently has a significant buffer. The current exposure is being monitored with a view to modifying our position, if necessary, for example if the dollar weakened. The liability number is also being carefully monitored, recognising that it is the present value of those liabilities and not the liabilities themselves.

Members also sought clarification on page 62 of the report in relation to ESG, around the claim that some environmental resolutions were overly prescriptive and not sufficiently flexible, and what course of correction can be taken.

The advisers confirmed that there is a lot of debate in this area. A key thought is for businesses to aim for a sustainable business plan that is compatible with minimising environmental damage whilst still achieving their goal – trying to couch environmental objectives in a commercial reality.

Members discussed the change in China’s position in the global market and how this would develop over the next 10 years, along with the concern over being driven by the US markets.

The advisers commented that a lot of China has already moved into a consumer class with an ageing population, and it could be argued that a lot of the growth is now coming out of the US.

Further discussion took place around pharmaceutical investment “bubbles” which reflected on the importance of diverse portfolios.

RESOLVED: Members thanked the advisers and noted the report

11 Q1 INVESTMENT PERFORMANCE REPORT

The Assistant Director – Investments delivered the Q1 Investment Performance Report highlighting key areas of performance over the last quarter.

RESOLVED: Members noted and accepted the report.

12 Q1 RESPONSIBLE INVESTMENT UPDATE

The Director presented the regular quarterly report on Responsible Investment Activity for Members to note and comment upon.

Members queried the Shell vote and asked at what stage does the voting have a real impact.

The Director advised that companies do pay attention to these votes, a 20% vote against is not insignificant, and could impact at the margin. Continued engagement does chip away and there is the opportunity for petrochemical companies to evolve to become an energy company and engage in other renewable areas

RESOLVED: Members noted and accepted the report.

13 DISCRETIONS POLICY STATEMENT

The Director presented the Discretions Policy Statement, explaining that it is a statement of existing policy and was being presented to ensure that policies had been reviewed and were now presented in a consolidated form.

RESOLVED: Members noted and accepted the current version of the Policy

14 REGULATORY AND POLICY UPDATE

The Director presented the Regulatory and Policy update, highlighting key areas of focus and work taking place in relation to these.

RESOLVED: Members noted the contents of the report and the work underway in relation to various policy and regulatory updates.

15 INVESTMENT CONSULTATION

The Director presented the Investment Consultation Report to allow members to review the Authority's response to the Government's consultation "Local Government Pension Scheme (England and Wales): Next steps on investments".

The Chair of the Border to Coast Board supported the approach taken in the report and commented that B2C and partner funds have already implemented pooling in the way that the government would wish it to have been done. He emphasised that the

pooling company can not act on anything that the partner funds or shareholders do not agree with.

The Independent Advisers commented that the consultation response is exceptionally detailed and well thought out. They discussed the need to be mindful of the reporting requirements to make sure resourcing these will not offset any potential efficiencies. It was also highlighted that staffing investment pools can be a challenge, not being too overly ambitious at this stage in terms of consolidation could be a positive step. Common benchmarks were discussed, with a need to push back on this area to protect local control.

The size of pools, in terms of participants, is an important factor. B2C reiterated that no other funds would be joining Border to Coast without the partner funds approval.

Members discussed the response and agreed that the current pooling arrangement did seem to be in line with the government's requirements. It was commented on that other local government pension funds have a different approach and there is a lack of consistency across funds.

Members asked if there was a deadline for further comments on the consultation.

The Director confirmed that the Government require responses by 2 October 2023, it is expected that the Chancellor will make an announcement on the consultation outcomes in November. The LGPS will create the new regulations and guidance which will likely not be available until summer 2024.

Members questioned how other partner funds are engaging with responsible investment. They were advised that B2C have a joint responsible investment policy that is currently under review. The policy generally aligns with the partner funds directions.

Members concluded with the statement that it is key that the local Authority's voice is not lost as part of this process and is still strengthened.

The Director agreed to reflect this in the response.

RESOLVED: Members:

a. Approved the consultation response set out in Appendix A and delegate authority to the Director in consultation with the Chair to finalise the response in the light of any further feedback from advisers and Border to Coast partners.

b. Noted the work identified in the body of this report which will be undertaken in preparation for the introduction of the changes set out in the consultation.

The Head of Governance presented the report to inform members of decisions taken between meetings of the Authority due to the time sensitive nature of the matters involved.

RESOLVED: Members noted the decisions taken between meetings of the Authority using the appropriate urgency procedures.

17 APPROVAL OF LPB CONSTITUTION AND TERMS OF REFERENCE

The Head of Governance presented the Annual Review of the Local Pension Board Constitution for Members' consideration and approval.

RESOLVED: Members:

a. Approved the adoption of the revised Constitution of the Local Pension Board attached at Appendix A.

b. Agreed that subject to the conclusion of consultation with the Constituent Authorities to authorise the Head of Governance to amend the Local Pension Board Constitution to increase the term of office of Councillor members to 3 years.

18 POLICY STATEMENT ON REPRESENTATION

The Head of Governance presented the Policy Statement on Representation for members to approve.

RESOLVED: Members approved the Policy Statement on Representation

19 BORDER TO COAST FUNDING MODEL

The Director presented the Border to Coast Funding Model to secure members approval for changes to the legal agreements concerned with the operation of Border to Coast to accommodate a change in the company's funding model.

Members raised concerns around SYPA contributions being higher than other partner funds due to our early transfer of assets into the pool.

The Director confirmed that SYPA will pay a little more but clarified that we are also the largest investor in Border to Coast and their products and therefore this is a logical position.

RESOLVED: Members:

a. Supported the proposed changes to the funding model for the Border to Coast operating company.

b. Authorised the Head of Governance in consultation with the Director and subject to the receipt of appropriate legal advice commissioned by the 11 Partner Funds to execute the relevant legal documents on behalf of the Authority.

20 BORDER TO COAST ANNUAL REVIEW 2022/23 (Exemption Paragraph 3)

The Director presented the Border to Coast Annual Review 2022/23.

RESOLVED: Members:

a. Noted the conclusions of the Annual Review of the Border to Coast Pensions Partnership set out in Appendix A.

b. Endorsed the recommendations for action set out in Appendix A.

21 INDEPENDENT ADVISERS APPRAISAL 2022/23 (Exemption Paragraph 3)

The Director presented the Independent Advisers Appraisal report 2022/23.

RESOLVED: Members considered the performance of the arrangements in place for independent investment advice and identified any areas for potential improvement.

22 APPENDIX A – WRITTEN REPLY TO PUBLIC QUESTIONS

Authority Meeting 7th September 2023 – Public Questions

Question 1 – Ms Hilary Smith

The Department of Levelling Up, Housing and Communities is proposing that all Local Government Pension funds should be transferred into less than 8 pools by 2025, with 5% of funds allocated to levelling up.

We see this proposed change as a severe curtailment of local democracy. It will mean that local councils have almost no control over their pension funds, to which the people they represent have contributed their earnings, handing the funds over to companies which could be controlled by government favoured consultants and hedge funds. We have seen the result of handing over public assets to private companies with the water companies.

What will be your response to the consultation, and will South Yorkshire Pension Authority defend local democracy and oppose these proposed changes?

Response

A draft of the Authority's proposed response to the consultation referred to in the question is on the agenda for this meeting of the Authority. While the Authority is supportive of what it prefers to call Place Based Impact Investing as part of its investment strategy the response very clearly makes the point that pension funds exist to pay the pensions of scheme members when they fall due, and they are not an instrument of policy.

The question makes a wider point which is about the nature of control or influence over the activities of those managing money on behalf of the Authority. The largest contributor to the investment performance of the Fund is the decision on the balance between different types of assets (for example shares and bonds). This remains a decision for the Authority to make both now and in the model of pooling envisaged by the Government.

In considering the control or influence that the Authority has over those managing money it is important to remember that the pool (in our case Border to Coast) is owned by the Pension Funds participating in it and therefore the operating company cannot act in ways that partners do not want, although clearly consensus among partners needs to be achieved. Building a strong asset manager (in the case of Border to Coast the largest UK asset manager outside London or Edinburgh) owned by LGPS funds with strong internal capabilities is in fact likely to reduce the dependency of funds on external consultants, not that SYPA has ever used consultants for anything other than very detailed technical modelling.

The process of consolidation referred to in the question has not yet begun, but the Government's preferred model of pooling described in the consultation is an endorsement of the approach taken by the Border to Coast partnership. The Government's driver is for the pools to achieve greater scale which research indicates will drive lower cost and can drive improved performance. How this is achieved seem likely to be left to the partners involved and SYPA and the other partners in Border to Coast will want to ensure that any larger pool continues to operate in line with the principles that have been central to its success so far.

Question 2 – Mr Sean Ashton

On page 3 of the Climate Change policy it states that SYPA “recognise that while active shareholder engagement should be the first option, the Authority encourages Border to Coast (and other fund managers) to consider actively reducing exposure to high-carbon intensity companies that fail to respond to engagement by not demonstrating a decrease in carbon intensity or carbon risk and/or by failing to develop credible plans for the transition to a low/no carbon economy.” While we approve of this statement it is, unfortunately, vague in detail. For example BP has recently scaled back on its climate targets (<https://www.bbc.co.uk/news/business-64544110>) and does not publish its scope 3 emissions, certain proof, if it were needed, that engagement is not working. Similarly, Shell are not increasing their investments in renewables (<https://www.theguardian.com/us-news/2023/jul/16/big-oil-climate-pledges-extreme-heat-fossil-fuel>). However, SYPA continue to invest in these companies.

Directly related to this, on page 11 of the Action Plan for Delivering the Net Zero Goal, you say that “The Authority will work through the Partnership to seek to define much clearer success criteria for climate engagements and clearer escalation of consequences up to and including divestment in the event of engagement not meeting those criteria.” In addition, also on page 11, you state that it is SYPA's intention to vote against the chair of companies that fail the first four indicators of the CA100+ benchmark. The first four indicators are desperately weak and companies like Shell and BP scrape through, just by publishing an ambition to be net zero by 2050 (indicator 1). We believe that the key CA100+ indicators are 3.3, 4.3, 5.1b and 6.1b

which measure alignment or targets towards limiting warming to 1.5°C in the short and medium term, all of which are failed by Shell and BP.

Based on the above, we would like to ask:

- 1. At what point will SYPA decide that a company is not responding to engagement?*
- 2. What targets/thresholds will be used and when will they be made public so that the authority can be held accountable?*
- 3. Will SYPA consider the more stringent CA100+ tests (3.3, 4.3, 5.1b and 6.1b) of a company's ambitions as their benchmark?*
- 4. At what point will divestment be considered?*

Response

The voting policy agreed by SYPA with Border to Coast partners states that votes will be cast against the Chair of the Board of oil and gas companies which fail to meet one of the first four indicators of the Climate Action 100+ Net Zero Company Benchmark, which includes short, medium, and long-term emission reduction targets. Failing to meet these indicators can be seen as a proxy for not responding to engagement. Votes were therefore cast against the Chairs of both BP and Shell, in line with our climate voting policy, as they failed to fully meet indicators 3 and 4 of the CA100+ Net Zero Company Benchmark (specifically, both companies failed sub-indicators 3.3 and 4.3). The table below set out how votes were cast on behalf of SYPA at the most recent BP and Shell AGM's.

Company	Item	Border to Coast Vote Decision	Rationale
BP	4. Elect Helge Lund	Against	Voted against the chairs of all oil and gas companies that have not fully met the first four CA100+ indicators. BP have only partially met indicators 3 and 4 (medium and short-term net zero targets).
	25. Shareholder Proposal Regarding Reporting and Reducing Greenhouse Gas Emissions	For	Supported this shareholder proposal as it requests that BP aligns its climate targets with the Paris Agreements goals. Specifically, it wants to see the company's 2030 targets match the ambitions of its 2050 targets by fully including scope 3 emissions.
Shell	14. Reappoint Sir Andrew Mackenzie	Against	Voted against the chair at Shell as the company fails to fully meet CA100+ indicators 3 and 4 (medium- and short-term GHG reduction targets).
	25. Approve Shell's energy transition plan	Against	Voted against this item as we believe the company has made insufficient progress towards the energy transition.
	26. Shareholder resolution regarding scope 3 GHG target and alignment with Paris Agreement.	For	Shell's 2030 scope 3 emissions reduction target should be aligned with the Paris Agreement.

Neither BP nor Shell, or indeed any oil and gas holdings, can meet our voting requirements simply by setting a net zero target or partially meeting any of the other CA100+ Net Zero Company Benchmark indicators. Instead, oil and gas companies must fully meet each of the first four indicators by passing all sub-indicators. This means that Oil and Gas companies must have short-(2025), medium-(2035) and long-term (2050) GHG reduction targets that cover 95% of their scope 1+2 emissions as well as their most material scope 3 emission; and these targets must be aligned to limiting global warming to 1.5°C at every stage.

Regarding sub-indicator 6.1, indicator 6 (Capital Alignment) is a focus of planned follow up engagement with Shell. This is considered a highly important issue and, while it does not currently factor into the agreed voting policy, it is a significant consideration in terms of engagement and the attainment of Net Zero more broadly.

Border to Coast held meetings with both BP and Shell in March 2024, ahead of AGM season to discuss several matters relating to climate strategy and continued to push for disclosures around capital alignment and how, in the longer term, this would be aligned to a net zero by 2050 pathway. While positive dialogue with both companies is welcome and will continue, there remain some significant points of difference which were articulated to both companies ahead of the votes being cast. Border to Coast, in line with the agreed policy, therefore triggered its next step in its escalation approach by publicly disclosing its voting intention. Engagement is due to continue in the second half of the year and ahead of the 2024 AGM.

In terms of the scale of holdings as a high-level summary, in absolute terms, exposure has fallen since 2019 which is the year used by Border to Coast as a baseline by:

- Energy sector by 3%
- BP by 0.16%
- Shell by 1.3%

Divestment is a last resort and as has been stated previously (and as reflected in both the Border to Coast and SYPA policies) would only be considered where the overall case for holding a particular company had been undermined to the extent that continuing holding cannot be financially justified. The issues raised in the question particularly around capital alignment are factors that influence that decision, however, they are not, and cannot be the only factors that are taken into account in making such decisions.

Question 3 - Ms J Cattell

I assume that the Economic Activity of Public Bodies (overseas matters) Bill, which represents a significant reduction of the democratic rights of Local Authority Pension Funds and the people they represent, has been discussed by representatives of SYPA . As a member I am keen to know how SYPA view the bill, if you have made representations to the government and discussed how it will impact on your Responsible Investment Policy.

Response

The Regulatory Update on the agenda for this meeting sets out the current assessment of the implications of this legislation and includes some information setting out the potential challenges that might be faced in the event the legislation is passed. Answering the specific question SYPA has not made any representations to the Bill Committee considering the legislation. The Local Government Association and the Scheme Advisory Board have made representations which raise the concerns reflected in the report on the agenda and the Secretary to the Board and Vice Chair gave evidence to the Bill Committee which is available in Hansard on the UK Parliament website at the link below:

[Economic Activity of Public Bodies \(Overseas Matters\) - Hansard - UK Parliament](#)

The full impact of this legislation will only become clear when the relevant statutory guidance is drafted and consulted on which will be some time after the passage of the legislation.

PRESENT: Councillor J Dunn (Chair) Councillor M Havard (Vice-Chair)
Councillors: R Bowser, S Clement-Jones, S Cox, , J Mounsey, C. Gamble-Pugh, A Sangar and M Stowe

Non-voting Coopetes: N Doolan-Hamer (Unison) and G Warwick (GMB)

Investment Advisors: T Castledine and A. Devitt

Officers: G Graham (Director), J Stone (Head of Governance & Monitoring Officer), S Smith (Assistant Director - Investments Strategy), G Taberner (Assistant Director - Resources & Chief Finance Officer), W Goddard (Head of Finance)

Chris Hitchen and Jessica Wilson from Border to Coast.

Apologies for absence were received from Councillors D Nevett, A Dimond and D Fisher

2 APOLOGIES

The Chair welcomed everyone to the meeting.

Apologies were noted as above.

3 ANNOUNCEMENTS

None

4 URGENT ITEMS

None

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

Resolved: Items 21 and 22 shall be considered in the absence of Public and Press by virtue of Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972

6 DECLARATIONS OF INTEREST

None

8 SECTION 41 FEEDBACK FROM DISTRICT COUNCILS

None

9 MINUTES OF THE MEETING HELD ON 08/06/2023

RESOLVED: That the minutes of the meeting held on 8 June 2023 be agreed as a true record.

9 QUESTIONS FROM THE PUBLIC

Questions were received from Mr Ashton, Mrs Smith and Ms Cattell.

The Director replied on behalf of the Authority.

Electronic versions of the questions and responses will be e-mailed to the relevant members of the public. The written replies are attached as appendices at the end of this pack.

10 Q1 PERFORMANCE REPORT

The Assistant Director – Resources and Head of Finance presented the Q1 Corporate Performance Report for members to consider and approve.

Key areas for consideration were highlighted to members who raised a number of questions.

Members queried the new risk added to the strategic risk register in relation to the pensions administration backlog and asked what the root cause of the issue was.

Assurance was also sought that staff sickness was being monitored with rigour and appropriate measures put in place to manage.

In response the Director explained that this type of backlog is not unusual, with other Administering Authorities having similar issues, however the issue still needs addressing. A detailed analysis of the pensions administration workload has taken place and identified the need for additional staff and also highlighted the imbalance of the workforce with more experienced pensions practitioners required to assess the

more complex cases. It was confirmed that these issues will be addressed as part of the report to be presented to the Staffing Committee in October.

The Assistant Director - Resources confirmed that staff sickness levels are still relatively low compared to pre covid levels. Assurance was given that sickness is monitored rigorously in line with the Managing Attendance Policy and that the HR Business Partner works closely with all managers to support this process.

It was explained that staff working from home seems to have reduced the sickness levels along with working creatively with hybrid working and the flexi scheme.

Members also questioned if the Authority is using more agency staff than necessary.

The Director confirmed that this is not the case, the only current agency member of staff is the interim Assistant Director - Pensions, due to the specialist nature of the role and subsequent recruitment process.

RESOLVED: Members noted, commented on and accepted the report.

11 ADVISOR MARKET COMMENTARY

The Independent Advisers presented the Market Commentary Report for members to consider and note.

Members sought the views of the advisers around the stability of the funding level and how this could be affected by the rise or fall in the Stirling along with the balance of liabilities.

The advisers responded that as a global investor a weaker Stirling can be more beneficial as portfolios not denominated in Stirling will rise. Returns will be eroded with a stronger Stirling. Whilst it is not felt that the funding levels will drop as dramatically as they have just risen, they could and need to be managed by controlling the asset number, which currently has a significant buffer. The current exposure is being monitored with a view to modifying our position, if necessary, for example if the dollar weakened. The liability number is also being carefully monitored, recognising that it is the present value of those liabilities and not the liabilities themselves.

Members also sought clarification on page 62 of the report in relation to ESG, around the claim that some environmental resolutions were overly prescriptive and not sufficiently flexible, and what course of correction can be taken.

The advisers confirmed that there is a lot of debate in this area. A key thought is for businesses to aim for a sustainable business plan that is compatible with minimising environmental damage whilst still achieving their goal – trying to couch environmental objectives in a commercial reality.

Members discussed the change in China's position in the global market and how this would develop over the next 10 years, along with the concern over being driven by the US markets.

The advisers commented that a lot of China has already moved into a consumer class with an ageing population, and it could be argued that a lot of the growth is now coming out of the US.

Further discussion took place around pharmaceutical investment “bubbles” which reflected on the importance of diverse portfolios.

RESOLVED: Members thanked the advisers and noted the report

12 Q1 INVESTMENT PERFORMANCE REPORT

The Assistant Director – Investments delivered the Q1 Investment Performance Report highlighting key areas of performance over the last quarter.

RESOLVED: Members noted and accepted the report.

13 Q1 RESPONSIBLE INVESTMENT UPDATE

The Director presented the regular quarterly report on Responsible Investment Activity for Members to note and comment upon.

Members queried the Shell vote and asked at what stage does the voting have a real impact.

The Director advised that companies do pay attention to these votes, a 20% vote against is not insignificant, and could impact at the margin. Continued engagement does chip away and there is the opportunity for petrochemical companies to evolve to become an energy company and engage in other renewable areas

RESOLVED: Members noted and accepted the report.

23 DISCRETIONS POLICY STATEMENT

The Director presented the Discretions Policy Statement, explaining that it is a statement of existing policy and was being presented to ensure that policies had been reviewed and were now presented in a consolidated form.

RESOLVED: Members noted and accepted the current version of the Policy

24 REGULATORY AND POLICY UPDATE

The Director presented the Regulatory and Policy update, highlighting key areas of focus and work taking place in relation to these.

RESOLVED: Members noted the contents of the report and the work underway in relation to various policy and regulatory updates.

25

INVESTMENT CONSULTATION

The Director presented the Investment Consultation Report to allow members to review the Authority's response to the Government's consultation "Local Government Pension Scheme (England and Wales): Next steps on investments".

The Chair of the Border to Coast Board supported the approach taken in the report and commented that B2C and partner funds have already implemented pooling in the way that the government would wish it to have been done. He emphasised that the pooling company can not act on anything that the partner funds or shareholders do not agree with.

The Independent Advisers commented that the consultation response is exceptionally detailed and well thought out. They discussed the need to be mindful of the reporting requirements to make sure resourcing these will not offset any potential efficiencies. It was also highlighted that staffing investment pools can be a challenge, not being too overly ambitious at this stage in terms of consolidation could be a positive step. Common benchmarks were discussed, with a need to push back on this area to protect local control.

The size of pools, in terms of participants, is an important factor. B2C reiterated that no other funds would be joining Border to Coast without the partner funds approval.

Members discussed the response and agreed that the current pooling arrangement did seem to be in line with the government's requirements. It was commented on that other local government pension funds have a different approach and there is a lack of consistency across funds.

Members asked if there was a deadline for further comments on the consultation.

The Director confirmed that the Government require responses by 2 October 2023, it is expected that the Chancellor will make an announcement on the consultation outcomes in November. The LGPS will create the new regulations and guidance which will likely not be available until summer 2024.

Members questioned how other partner funds are engaging with responsible investment. They were advised that B2C have a joint responsible investment policy that is currently under review. The policy generally aligns with the partner funds directions.

Members concluded with the statement that it is key that the local Authority's voice is not lost as part of this process and is still strengthened.

The Director agreed to reflect this in the response.

RESOLVED: Members:

a. **Approved the consultation response set out in Appendix A and delegate authority to the Director in consultation with the Chair to finalise the response in the light of any further feedback from advisers and Border to Coast partners.**

b. **Noted the work identified in the body of this report which will be undertaken in preparation for the introduction of the changes set out in the consultation.**

26 DECISIONS TAKEN BETWEEN MEETINGS

The Head of Governance presented the report to inform members of decisions taken between meetings of the Authority due to the time sensitive nature of the matters involved.

RESOLVED: Members noted the decisions taken between meetings of the Authority using the appropriate urgency procedures.

27 APPROVAL OF LPB CONSTITUTION AND TERMS OF REFERENCE

The Head of Governance presented the Annual Review of the Local Pension Board Constitution for Members' consideration and approval.

RESOLVED: Members:

a. **Approved the adoption of the revised Constitution of the Local Pension Board attached at Appendix A.**

b. **Agreed that subject to the conclusion of consultation with the Constituent Authorities to authorise the Head of Governance to amend the Local Pension Board Constitution to increase the term of office of Councillor members to 3 years.**

28 POLICY STATEMENT ON REPRESENTATION

The Head of Governance presented the Policy Statement on Representation for members to approve.

RESOLVED: Members approved the Policy Statement on Representation

29 BORDER TO COAST FUNDING MODEL

The Director presented the Border to Coast Funding Model to secure members approval for changes to the legal agreements concerned with the operation of Border to Coast to accommodate a change in the company's funding model.

Members raised concerns around SYPA contributions being higher than other partner funds due to our early transfer of assets into the pool.

The Director confirmed that SYPA will pay a little more but clarified that we are also the largest investor in Border to Coast and their products and therefore this is a logical position.

RESOLVED: Members:

a. Supported the proposed changes to the funding model for the Border to Coast operating company.

b. Authorised the Head of Governance in consultation with the Director and subject to the receipt of appropriate legal advice commissioned by the 11 Partner Funds to execute the relevant legal documents on behalf of the Authority.

30 BORDER TO COAST ANNUAL REVIEW 2022/23 (Exemption Paragraph 3)

The Director presented the Border to Coast Annual Review 2022/23.

RESOLVED: Members:

a. Noted the conclusions of the Annual Review of the Border to Coast Pensions Partnership set out in Appendix A.

b. Endorsed the recommendations for action set out in Appendix A.

31 INDEPENDENT ADVISERS APPRAISAL 2022/23 (Exemption Paragraph 3)

The Director presented the Independent Advisers Appraisal report 2022/23.

RESOLVED: Members considered the performance of the arrangements in place for independent investment advice and identified any areas for potential improvement.

32 APPENDIX A – WRITTEN REPLY TO PUBLIC QUESTIONS

Authority Meeting 7th September 2023 – Public Questions

Question 1 – Ms Hilary Smith

The Department of Levelling Up, Housing and Communities is proposing that all Local Government Pension funds should be transferred into less than 8 pools by 2025, with 5% of funds allocated to levelling up.

We see this proposed change as a severe curtailment of local democracy. It will mean that local councils have almost no control over their pension funds, to which the people they represent have contributed their earnings, handing the funds over to companies which could be controlled by government favoured consultants and hedge

funds. We have seen the result of handing over public assets to private companies with the water companies.

What will be your response to the consultation, and will South Yorkshire Pension Authority defend local democracy and oppose these proposed changes?

Response

A draft of the Authority's proposed response to the consultation referred to in the question is on the agenda for this meeting of the Authority. While the Authority is supportive of what it prefers to call Place Based Impact Investing as part of its investment strategy the response very clearly makes the point that pension funds exist to pay the pensions of scheme members when they fall due, and they are not an instrument of policy.

The question makes a wider point which is about the nature of control or influence over the activities of those managing money on behalf of the Authority. The largest contributor to the investment performance of the Fund is the decision on the balance between different types of assets (for example shares and bonds). This remains a decision for the Authority to make both now and in the model of pooling envisaged by the Government.

In considering the control or influence that the Authority has over those managing money it is important to remember that the pool (in our case Border to Coast) is owned by the Pension Funds participating in it and therefore the operating company cannot act in ways that partners do not want, although clearly consensus among partners needs to be achieved. Building a strong asset manager (in the case of Border to Coast the largest UK asset manager outside London or Edinburgh) owned by LGPS funds with strong internal capabilities is in fact likely to reduce the dependency of funds on external consultants, not that SYPA has ever used consultants for anything other than very detailed technical modelling.

The process of consolidation referred to in the question has not yet begun, but the Government's preferred model of pooling described in the consultation is an endorsement of the approach taken by the Border to Coast partnership. The Government's driver is for the pools to achieve greater scale which research indicates will drive lower cost and can drive improved performance. How this is achieved seem likely to be left to the partners involved and SYPA and the other partners in Border to Coast will want to ensure that any larger pool continues to operate in line with the principles that have been central to its success so far.

Question 2 – Mr Sean Ashton

On page 3 of the Climate Change policy it states that SYPA "recognise that while active shareholder engagement should be the first option, the Authority encourages Border to Coast (and other fund managers) to consider actively reducing exposure to high-carbon intensity companies that fail to respond to engagement by not demonstrating a decrease in carbon intensity or carbon risk and/or by failing to develop credible plans for the transition to a low/no carbon economy." While we approve of this statement it is, unfortunately, vague in detail. For example BP has recently scaled back on its climate targets (<https://www.bbc.co.uk/news/business->

[64544110](#)) and does not publish its scope 3 emissions, certain proof, if it were needed, that engagement is not working. Similarly, Shell are not increasing their investments in renewables (<https://www.theguardian.com/us-news/2023/jul/16/big-oil-climate-pledges-extreme-heat-fossil-fuel>). However, SYPA continue to invest in these companies.

Directly related to this, on page 11 of the Action Plan for Delivering the Net Zero Goal, you say that “The Authority will work through the Partnership to seek to define much clearer success criteria for climate engagements and clearer escalation of consequences up to and including divestment in the event of engagement not meeting those criteria.” In addition, also on page 11, you state that it is SYPA's intention to vote against the chair of companies that fail the first four indicators of the CA100+ benchmark. The first four indicators are desperately weak and companies like Shell and BP scrape through, just by publishing an ambition to be net zero by 2050 (indicator 1). We believe that the key CA100+ indicators are 3.3, 4.3, 5.1b and 6.1b which measure alignment or targets towards limiting warming to 1.5°C in the short and medium term, all of which are failed by Shell and BP.

Based on the above, we would like to ask:

1. At what point will SYPA decide that a company is not responding to engagement?
2. What targets/thresholds will be used and when will they be made public so that the authority can be held accountable?
3. Will SYPA consider the more stringent CA100+ tests (3.3, 4.3, 5.1b and 6.1b) of a company's ambitions as their benchmark?
4. At what point will divestment be considered?

Response

The voting policy agreed by SYPA with Border to Coast partners states that votes will be cast against the Chair of the Board of oil and gas companies which fail to meet one of the first four indicators of the Climate Action 100+ Net Zero Company Benchmark, which includes short, medium, and long-term emission reduction targets. Failing to meet these indicators can be seen as a proxy for not responding to engagement. Votes were therefore cast against the Chairs of both BP and Shell, in line with our climate voting policy, as they failed to fully meet indicators 3 and 4 of the CA100+ Net Zero Company Benchmark (specifically, both companies failed sub-indicators 3.3 and 4.3). The table below set out how votes were cast on behalf of SYPA at the most recent BP and Shell AGM's.

Company	Item	Border to Coast Vote Decision	Rationale
BP	4. Elect Helge Lund	Against	Voted against the chairs of all oil and gas companies that have not fully met the first four CA100+ indicators. BP have only partially met indicators 3 and 4 (medium and short-term net zero targets).
	25. Shareholder Proposal Regarding Reporting and Reducing Greenhouse Gas	For	Supported this shareholder proposal as it requests that BP aligns its climate targets with the Paris Agreements goals. Specifically, it wants to see the company's 2030 targets match the ambitions of its 2050 targets by fully including scope 3

	Emissions		emissions.
Shell	14. Reappoint Sir Andrew Mackenzie	Against	Voted against the chair at Shell as the company fails to fully meet CA100+ indicators 3 and 4 (medium- and short-term GHG reduction targets).
	25. Approve Shell's energy transition plan	Against	Voted against this item as we believe the company has made insufficient progress towards the energy transition.
	26. Shareholder resolution regarding scope 3 GHG target and alignment with Paris Agreement.	For	Shell's 2030 scope 3 emissions reduction target should be aligned with the Paris Agreement.

Neither BP nor Shell, or indeed any oil and gas holdings, can meet our voting requirements simply by setting a net zero target or partially meeting any of the other CA100+ Net Zero Company Benchmark indicators. Instead, oil and gas companies must fully meet each of the first four indicators by passing all sub-indicators. This means that Oil and Gas companies must have short-(2025), medium-(2035) and long-term (2050) GHG reduction targets that cover 95% of their scope 1+2 emissions as well as their most material scope 3 emission; and these targets must be aligned to limiting global warming to 1.5°C at every stage.

Regarding sub-indicator 6.1, indicator 6 (Capital Alignment) is a focus of planned follow up engagement with Shell. This is considered a highly important issue and, while it does not currently factor into the agreed voting policy, it is a significant consideration in terms of engagement and the attainment of Net Zero more broadly.

Border to Coast held meetings with both BP and Shell in March 2024, ahead of AGM season to discuss several matters relating to climate strategy and continued to push for disclosures around capital alignment and how, in the longer term, this would be aligned to a net zero by 2050 pathway. While positive dialogue with both companies is welcome and will continue, there remain some significant points of difference which were articulated to both companies ahead of the votes being cast. Border to Coast, in line with the agreed policy, therefore triggered its next step in its escalation approach by publicly disclosing its voting intention. Engagement is due to continue in the second half of the year and ahead of the 2024 AGM.

In terms of the scale of holdings as a high-level summary, in absolute terms, exposure has fallen since 2019 which is the year used by Border to Coast as a baseline by:

- Energy sector by 3%
- BP by 0.16%
- Shell by 1.3%

Divestment is a last resort and as has been stated previously (and as reflected in both the Border to Coast and SYPA policies) would only be considered where the overall case for holding a particular company had been undermined to the extent that continuing holding cannot be financially justified. The issues raised in the question particularly around capital alignment are factors that influence that decision, however, they are not, and cannot be the only factors that are taken into account in making such decisions.

Question 3 - Ms J Cattell

I assume that the Economic Activity of Public Bodies (overseas matters) Bill, which represents a significant reduction of the democratic rights of Local Authority Pension Funds and the people they represent, has been discussed by representatives of SYPA . As a member I am keen to know how SYPA view the bill, if you have made representations to the government and discussed how it will impact on your Responsible Investment Policy.

Response

The Regulatory Update on the agenda for this meeting sets out the current assessment of the implications of this legislation and includes some information setting out the potential challenges that might be faced in the event the legislation is passed. Answering the specific question SYPA has not made any representations to the Bill Committee considering the legislation. The Local Government Association and the Scheme Advisory Board have made representations which raise the concerns reflected in the report on the agenda and the Secretary to the Board and Vice Chair gave evidence to the Bill Committee which is available in Hansard on the UK Parliament website at the link below:

[Economic Activity of Public Bodies \(Overseas Matters\) - Hansard - UK Parliament](#)

The full impact of this legislation will only become clear when the relevant statutory guidance is drafted and consulted on which will be some time after the passage of the legislation.

CHAIR

This page is intentionally left blank

Item 30

SOUTH YORKSHIRE FIRE AND RESCUE AUTHORITY

9 OCTOBER 2023

PRESENT: Councillor C Hogarth (Chair)
Councillor A Cherryholme (Vice-Chair)
Councillors: J Ridler, T Smith, S Ball, S Ayris and S Alston

CFO C Kirby, ACFO A Strelczenie, L Haigh, AMB S Dunker,
AM M Gillatt, S Kelsey and S Locking (South Yorkshire Fire &
Rescue Service)

N Copley, M Potter, S Ghuman, C Smallman, D Thorpe and
D Nutall (Barnsley MBC)

Apologies for absence were received from Councillor
T Damms, Councillor M Elliot, D Mitchell and Councillor
K Wyatt

1 APOLOGIES

Apologies for absence were noted as above.

2 ANNOUNCEMENTS

Members of the Committee expressed thanks to former Councillor Sansome for his effort and commitment to the Fire Authority.

Cllr Ball raised a concern around the changes to the Fire Authority membership. His concerns were noted by the FRA and the Chair confirmed that membership of the FRA was down to local determination within each of the 4 Local Authorities. The PCC challenged the validity of the comments made by Cllr Ball and requested that the FRA moved onto the business on the agenda.

3 URGENT ITEMS

None.

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

None.

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

None.

6 REPORTS BY MEMBERS

None.

7 RECEIPT OF PETITIONS

None.

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

None.

9 MINUTES OF THE AUTHORITY MEETING HELD ON 11 SEPTEMBER 2023

RESOLVED - That the minutes of the Authority meeting held on 11 September 2023 be signed by the Chair as a correct record.

10 WORKFORCE INVESTMENT AND EFFICIENCY PLAN 2023-25

S Kelsey provided Members with an update on the Workforce Investment and Efficiency Plan 2023-24 which was introduced in 2020. The plan included an annual planning cycle as well as a five-to-ten-year projection of the resourcing requirements.

The annual planning cycle included a workforce planning event in June each year, prior to which all functions heads would be invited to present a business case for either additional resources, where required, to help meet the current and future priorities and to support the service improvement work, or efficiencies in recognition of the challenging economic climate.

S Kelsey highlighted the Business Fire Safety team as two additional officer posts had been created which were allocated government funding.

Within the Procurement team there had been a slight restructure alongside a new business partner which in time would show an improvement in customer services. The new structure would mean an efficiency saving of over 20k.

Councillor Alston queried the additional government funding related to the Business Fire Safety recruitment asking if there had been changes in regulations to allow it. S Kelsey explained that an increase in roles was a national initiative, so the funding was regional. The risk of not having future funding could be managed comfortably as the challenge of recruitment and retention was a national one.

A discussion was taken around internal recruitment, S Kelsey explained that there was a clear pathway as staff are supported through training which results in higher levels of commitment meaning retention is stronger.

RESOLVED - That Members approved the business cases contained within the Workforce Investment and Efficiency Plan to support the service's strategic objectives and service's improvement and efficiency plans.

11 PAY POLICY STATEMENT 2023-24

S Kelsey provided Members with the Pay Policy Statement 2023-24 update explaining that in future reports benchmarking would be included from similar services for Members information.

The pay award had not been settled so was not included in the figures.

RESOLVED - That Members:-

- Approved the annual Pay Policy Statement
- Approved any amendments to the annual Pay Policy Statement to be published throughout the financial year, following the application of the national negotiating committees pay award decisions.

12 DIGITAL TRANSFORMATION UPDATE

S Locking provided the Digital Transformation update explaining that it was a fundamental enabler for both modernising and making further improvements in the efficiency and effectiveness of the organisation.

S Locking continued that currently there were 13 projects, 11 in progress and 2 not started. There were hopes that all 13 would be completed by the end of March 2024.

RESOLVED - That Members endorsed the latest update of the Digital and ICT Development Programme 2023-2024 as a key enabler to modernising and facilitating improvements in the efficiency and effectiveness of SYFR functions and services.

13 GREEN PLAN 6 MONTH UPDATE

A Strelczenie provided Members with the Green Plan 6 Month Update which had been approved in January 2023.

Councillor Ball asked if the Service had any plans to use solar power or batteries in the future. A Strelczenie explained that those options may be considered in the years to come.

Dr Billings reassured Members that discussions were taking place as the Police had conducted partnership meetings for infrastructure and electric vehicle fleets. It was agreed that future reporting would be kept to the 6 monthly basis.

RESOLVED - That Members:-

- Noted the contents of the Green Plan update report.
- Noted the contents of the 2022-23 greenhouse gas emissions report.
- Advised on the frequency of future reporting on Green Plan required - six monthly was recommended.

14 CULTURE UPDATE

S Kelsey provided the Committee with a Culture Update, the key points to note were as follows:

- A staff culture survey had been launched and there were hopes to see a completion rate of over 50%.
- In the future a higher completion rate would be achieved if the survey was run more regularly as staff would feel more confident/comfortable with sharing their opinions.
- There would be communications of the results and the actions which the Service would take.
- 360 feedback for managers and leaders had begun with action plans currently in development.
- Managers were receiving feedback training which can be used within their teams.
- The next phase of 360 feedback for middle managers was due to launch before Christmas and then junior officers by 2024.
- There was an independent speak up service available for staff as an alternative route for raising concerns anonymously.
- In terms of DBS checks, there was a process in place for all staff alongside frontline roles receiving an external check.

Cllr Alston queried the demographic of staff completing the surveys. S Kelsey explained that all employees were invited to provide their demographic information which could then be compared with future surveys.

S Kelsey also assured the Committee that the speak up service would be regularly communicated throughout the Service.

RESOLVED - That Members noted the update.

15 SEASONAL WATER RISK (PRESENTATION)

M Gillatt presented the Committee with the Seasonal Water Risk update.

Councillor Smith queried potential flash flooding in South Yorkshire and dam checking. M Gillatt responded explaining that routine reports were conducted alongside regular checks.

Councillor Alston asked who was responsible for checking the water safety equipment was available for use and not damaged. M Gillatt explained that the owners of the relevant body of water have the responsibility of checking all their equipment (local authorities or private landowners).

RESOLVED - That Members noted the update.

16 DRAFT MINUTES OF THE AUDIT AND GOVERNANCE COMMITTEE HELD ON 11 SEPTEMBER 2023

RESOLVED - That the draft Minutes of the Audit and Governance Committee held on 11 September 2023 were noted.

17 ITEMS FOR DISCUSSION IN THE ABSENCE OF THE PUBLIC AND PRESS

None.

CHAIR

This page is intentionally left blank

Item 31

SOUTH YORKSHIRE FIRE AND RESCUE AUTHORITY

20 NOVEMBER 2023

PRESENT: Councillor C Hogarth (Chair)
Councillor A Cherryholme (Vice-Chair)
Councillors: M Elliot, Chaplin, J Ridler, T Smith, S Ball,
K Wyatt, D Hutchinson, S Ayriss and S Alston

CFO Kirby, T Carlin, A Strelczenie, M Gillatt, S Locking, L
Haigh and S Kelsey (South Yorkshire Fire and Rescue)

M Potter, S Ghuman, D Nuttall, C Smallman and D Thorpe
(Barnsley MBC)

In attendance remotely: Dr A Billings

1 APOLOGIES

Apologies for absence we noted as above.

2 ANNOUNCEMENTS

None.

3 URGENT ITEMS

None.

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

RESOLVED - That agenda Item 18 entitled 'Systel Current Financial Position Update' and Item 19 entitled 'Re-Tender for Provision of Contingency Officers' be considered in the absence of the public and press.

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

None.

6 REPORTS BY MEMBERS

Councillor Ball updated Members on the leadership event he attended in Warwick stating it was a good event for networking for the Fire Authority.

7 RECEIPT OF PETITIONS

None.

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

None.

9 MINUTES OF THE AUTHORITY MEETING HELD ON 9 OCTOBER 2023

Councillor Hutchinson commented that her apologies had not been noted in the minutes.

RESOLVED - That the minutes of the Authority meeting held on 9 October 2023 be signed by the Chair as a correct record.

10 UPDATED MEMBERSHIP OF THE FIRE AND RESCUE AUTHORITY 2023-24 AND APPOINTMENTS TO BOARDS AND COMMITTEES

D Thorpe presented the Updated Membership of the Fire Authority 2023-24 to the board, explaining that there were several vacancies to be filled.

Councillor Smith was voted as the new Chair of the Audit and Governance Committee.

Councillor Hutchinson was chosen as the new Chair of the Stakeholder Planning Board.

RESOLVED - That Members:-

- i) Noted that updated membership of the Authority for the municipal year 2023-24.
- ii) Appointed Members to Committee and Boards where vacancies exist.
- iii) Made any changes to the membership of Committees and Boards as required.

- iv) Appointed the Chair and Vice-Chair of each Committee and Board.

11 FINANCIAL PERFORMANCE REPORT QUARTER 2 2023/24

L Haigh presented the Financial Performance Report for Quarter 2 2023/24. L Haigh explained that in September 2023, the forecast outturn for 2023/24 financial year was a surplus of £0.0919m which was a favourable movement compared to the approved budget deficit for the year of £1.420m.

The budget deficit was approved to be funded from the Emerging Risk reserve; the forecast surplus would be a contribution to the reserve. The main reason for the reduced deficit was the £1.206m higher Section 31 grant funding for business rates relief and inflation and more from the collection fund than budgeted and a reduced wholetime pay forecast £1.253m.

The approved capital bid for 2023/24 was £9.651, increased in Quarter 1 for underspends in 2022/23 to £12.964m. In Quarter 2, capital plans were re-profiled for the medium-term financial plan and the 2023/24 budget forecast was revised to £8.931m.

The reserves were forecast to decrease to £18.551 by March 2024 which was less of a reduction than budgeted.

RESOLVED - That Members:-

- i) Approved the forecast outturn surplus of £0.0919m which was a reduction of £2.257m compared to the revised budget.
- ii) Noted that the underlying and significant financial risks and uncertainties facing the Service and Sector during the remainder of the financial year and into 2024/25 and beyond.
- iii) Noted the latest estimated change in General and Earmarked Reserves.
- iv) Noted the current position of the capital programme for the financial year ending 2023/24.

12 MEDIUM TERM FINANCIAL PLAN 2024 - 2027

L Haigh presented Members with the Medium-Term Financial Plan 2024 - 2027. The following key points were noted:

- Pay costs were assumed to inflate by 5%, 2% and 2% in 2024/25 and 2026/27 respectively. These would be subject to annual pay negotiations for both operational and non-operational colleagues.

- The current pay award for corporate staff for April 2023 was still pending.
- Non-Pay costs were assumed to inflate by 6%, 3% and 3% in 2024/25 and 2026/27 respectively, unless signed contracts with alternative mechanisms were held.
- Gross efficiencies were shown in the 2024/25 plan and did not reduce inflation or investments. If delivered, they would represent a 16% reduction when compared to the non-pay budget.
- The efficiencies for the final two years of that had been included at 2% of non-pay, the budgets had been reduced but the specific efficiencies were not yet identified.
- Revenue investments totalled £2.161m in 2024/25 and were included in the Medium-Term Financial Plan.
- The capital plan was refreshed when planning for the Medium-Term Financial Plan.
- It was assumed that loans would be taken out to fund the capital programme at £8-£9m per annum, totalling £26.078m for the total 3 years.
- Total reserves were expected to reduce from £18.551m produced in March 2024 to £15.187m by March 2017.
- The most significant risk to the Medium-Term Financial Plan forecast was uncertainty over government funding, firefighter pension valuation and non-pay inflation, further risks were outlined in the report.

Councillor Chaplin queried the vacancy factor of 4% asking if it was where the service would like to be. L Haigh explained that in year 1 there was no recruitment and the figures had been anticipated.

CFO Kirby added that in terms of the overall strategy the aims are to increase the strength of the people we employ with training and development, currently there are maximum of 18 people for each intake.

RESOLVED - That Members:-

- i) Approved the updated MTFP for the financial years 2024/25 to 2025/26 noting the assumptions on which it is made and the potential implications of the different funding scenarios for the operation service and future financial position.
- ii) Endorsed the proposed approach for managing reserves as set out in Section J to the report and the resulting reserves forecast.
- iii) Noted the revised profile of approved capital investments 2024/25 to 2026.27 and the approximate additional capital investment proposed in 2024/25 for which approval would be sought in the 2024/25 Budget and Council Tax Setting Report in February 2024.
- iv) Noted the known risks to the MTFP forecast and that other risks may emerge.

13 THE PROCUREMENT SERVICE - AN ANNUAL UPDATE OCTOBER 2022 TO SEPTEMBER 2023

L Haigh introduced the Procurement Service Annual Update which highlighted its activities and how it effectively supported the various aspects of South Yorkshire Fire and Rescue business.

Councillor Alston queried the information on page 59 around the number of waivers under Section 33, there were 12 during the timescales noted in the report she asked if the number was higher than average.

Officers explained that the figures were significantly lower than those in previous years as they were between 20 and 30. The figures were reviewed quarterly by the executive team.

L Haigh stated that she was happy to provide the Committee with a summary report to show members feedback on the waivers that go through the approval process. Dr Billings asked if the transparency code was up on the website. L Haigh stated that it was on the services website transparency page.

Members queried the use of YPO services and if it was used to its full amount. Officers stated that YPO was used as much as possible due to the ease of use, a review could be undertaken to ensure that it was used to the fullest extent.

RESOLVED - That Members:-

- i) Noted the contents of the report and endorsed the ongoing positive work of the Procurement Services team.
- ii) Approved amendments to Contract Standing Orders Part 5e (CSO) regarding the proposal to increase the tender threshold.

14 LOCAL PENSION BOARD ANNUAL REPORT 2022/23

D Thorpe presented the Local Pension Board Annual Report 2022/23 to Members. The Board contributed the three surveys in this municipal year:

- FPS Self-Assessment Survey
- The Pensions Regulator (TPR) Governance and Administration Survey
- Pensions Ombudsman Survey

The Board also provided its views to inform the Fire and Rescue Service's response to the McCloud/Sergeant Pensions Remedy: Phase Two Consultation.

Results from the survey were reported to the Board and Members of the FRA were assured that any issues pertinent to South Yorkshire's Local Pension Board were picked up and discussed further with a view to improving the way the Board operates.

RESOLVED - That Members noted the eight Annual Report of the Local Pension Board for 2022/23.

15 PEOPLE AND CULTURE BOARD UPDATE QUARTER 2

S Kelsey presented the People and Culture Update for Quarter 2. There were no new risks identified in the quarter and a strong emphasis on projects and programmes in the Authority. The Board would receive a full culture update in January 2024.

Dr Billings queried the information on page 92 of the report relating to occupational health and wellbeing. He asked if the medium number shown was a high figure or if any trends were apparent in the data.

S Kelsey explained that previously referral data had not been shared so the figures shown in the report had been noted to spot any emerging trends.

RESOLVED - That Members noted the contents of the report and provided further scrutiny and support to enable continuing effective management of people issues.

16 SERVICE IMPROVEMENT BOARD UPDATE

M Gillatt provided the Committee with the Service Improvement Board Update for Quarter 2.

Members queried if the corporate management board had the capacity to escalate risks if needed. CFO Kirby explained that risks would be escalated if needed.

Dr Billings queried the partially completed risks and asked if members should be concerned. M Gillatt stated that the completion estimates attached to some risks were on the cautious side, the risks were brought to the board and scrutinised to provide assurance and confidence that they will be completed within the correct timescales. ACFO A Strelczenie added that the team had worked extensively to ensure the completion dates were adhered to, any incomplete risks would require a report to highlight the reasons behind the non-completion which would be reviewed.

CFO Kirby stated that in terms of transparency and honesty, there was need to recognise the position South Yorkshire Fire and Rescue were in. Lots of work would need to be undertaken to make progress and improvements. The people needed to make the changes were also required to undertake other work which in turn reduced their capacity which was recognised internally. The need was for continuous progression but also patience. The deadlines shown were tight, but the service improvement board would in turn be flexible.

Councillor Alston asked if the due dates were realistic when set and if they could reflect badly on the service in the future. M Gillatt stated that the dates set always come to the board first for assessment, the aim was to set tight but achievable deadlines. All actions and progress were recorded electronically which would be shown during inspections.

RESOLVED - That Members noted the contents of the report and provided further scrutiny and support to enable continuous service improvement.

17 ITEMS FOR DISCUSSION IN THE ABSENCE OF THE PUBLIC AND PRESS

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

18 SYSTEL CURRENT FINANCIAL POSITION UPDATE

Members were invited to note the contents of the report outlining Systel's current position relating to their financial situation.

RESOLVED - That Members noted the content of the report.

19 RE-TENDER FOR PROVISION OF CONTINGENCY OFFICERS

The Committee were provided with an update on the re-tender position following the expiry of the current contract for contingency officers.

RESOLVED - That Members:-

- i) Noted the contents of this report for information.
- ii) Approved the award of contract to complete the tender process.

CHAIR

Item 32

SOUTH YORKSHIRE FIRE AND RESCUE AUTHORITY

15 JANUARY 2024

PRESENT: Councillor C Hogarth (Chair)
Councillor A Cherryholme (Vice-Chair)
Councillors: M Elliot, J Ridler, T Smith, K Wyatt, D Hutchinson,
S Ayris, S Alston and C Ransome

CFO C Kirby, DCFO T Carlin, ACFO A Strelczenie and
L Haigh, AM S Dunker and AM M Gillatt (South Yorkshire Fire
& Rescue Service)

N Copley, M Potter, S Ghuman, D Nutall and D Thorpe
(Barnsley MBC)

In attendance remotely: Dr A Billings and M Buttery

Apologies for absence were received from Councillor Chaplin
and Councillor S Ball

1 APOLOGIES

Councillors S Ball and M Chaplin.

2 ANNOUNCEMENTS

CFO Kirby announced that the Deputy Chief Fire Officer had formally announced his intention to retire, with an end date of 8 March 2024. The process of recruiting a new Deputy Chief Fire Officer would begin, with dates to be scheduled for an Appointments Committee, ideally before DCFO Carlin's retirement date.

3 URGENT ITEMS

None.

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

None.

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

None.

6 REPORTS BY MEMBERS

None.

7 RECEIPT OF PETITIONS

None.

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

None.

- 9 MINUTES OF THE AUTHORITY MEETING HELD ON 20 NOVEMBER 2023

Councillor Ayris referred to the Procurement Service and the minute text that detailed “L Haigh stated that she was happy to provide the Committee with a summary report to show members feedback on the waivers that go through the approval process”, questioning when this summary would be available.

L Haigh advised that this update would be given in a report at the February meeting and included in the procurement report that would be presented at the April meeting of the Authority.

RESOLVED - that the minutes of the Authority meeting held on 20 November 2023 be signed by the Chair as a correct record.

- 10 UPDATED MEMBERSHIP OF THE FIRE AUTHORITY 2023-24

D Thorpe introduced the report and detailed the recommendations.

RESOLVED – that Members:

- a. Note the updated membership of the Authority for the municipal year 2023-24; and
- b. Appoint Members to Committees and Boards where vacancies exist; and
- c. Make any changes to the membership of Committees and Boards as required.

- 11 ANNUAL REVIEW OF THE COMMUNITY RISK MANAGEMENT PLAN 2021-24

ACFO Strelczenie introduced the report, signposting Members to the summary of key updates detailed within, namely;

- a. A change of the Fire Authority Chair details
- c. An additional reference to the Grenfell and Manchester Arena incidents
- d. Updated graphs and tables
- d. Updated government funding information
- e. Updated money and resources section

Councillor Ayris sought clarity on how the Authority were monitoring service delivery against the CRMP, particularly given the issues raised by external auditors. ACFO Strelczenie gave examples of monitoring mechanisms already in place, such as Scrutiny Board and performance meetings.

Councillor Alston acknowledged the plan was due to expire at the end of 2024 and queried the process for producing the next plan. ACFO Strelczenie advised the process had already begun internally, with data collection underway. Members would be provided with further information at a future Authority meeting and offered the opportunity to scrutinise the 2025-28 plan.

RESOLVED – that Members note the contents and approve the revised CRMP 2021 to 2024 (2024 refresh).

12 PEOPLE STRATEGY 2024-27

S Kelsey introduced the report, reminding Members the first formal strategy was created in 2018, with the years that had followed providing an opportunity to monitor progress in achieving objectives. In formulating a new strategy for 2024-27, the themes of the previous strategy were deemed still relevant and had been retained. The strategic priorities and objectives had however been reviewed.

Councillor Alston highlighted that the measures of success to be monitored were all positive and questioned whether consideration should be given to including negative performance indicators, e.g. number of complaints. Reassurance was given that both positive and negative measures would be observed.

RESOLVED – that Members approve the People Strategy for 2024-2027.

13 SERVICE PLAN 2023/24 UPDATE

ACFO Strelczenie introduced the report, highlighting to Members to the progress report on each of the priorities and actions included as Appendix A. Continued service improvement was a focus for the Authority in coming years.

Councillor Ayris questioned which external provider had been appointed to undertake a fire cover review, with advice given from ACFO Strelczenie that Operational Research in Health (ORH) were fulfilling this role.

RESOLVED – that Members note the progress against the priorities and actions in the Service Plan 2023-24 and provide further scrutiny and support to enable continuous service improvement.

14 CULTURE PROGRAMME UPDATE

S Kelsey introduced the report, acknowledging that since the first independent report was published by London Fire Brigade in November 2022 there had been numerous recommendations for all fire services to consider.

Councillor Alston questioned whether the review of the whistleblowing policy was due or whether there was an issue to prompt this, additionally asking for timescales to be clarified. S Kelsey stated the policy was due for review timewise, however acknowledged that staff in the service were not overly familiar with the policy, the

layout was not accessible, and an extensive review was required regardless of timeline. A report would be brought to a future Authority meeting in February or April 2024.

Councillor Alston additionally questioned the use of independent investigators and whether there was an established pathway as to when that option should be used. S Kelsey responded that this route was not preferential, however there had been an unprecedented rise in casework. As much work as possible was being undertaken internally, but the impact on the People service function and its managers was unsustainable.

Councillor Ayris questioned whether the RAG rating system meant that those areas identified as “Amber” would be progressed at the expense of those identified as “Green” regressing. S Kelsey advised that all areas would be monitored regardless on current rating, with scrutiny undertaken in areas even where there wasn’t a highlighted development need.

Councillor Wyatt requested the social media policy with S Kelsey advising this could be made available to Members.

RESOLVED – that Members accept the progress to date against all the external recommendations relating to culture development and support ongoing actions.

15 DRAFT MINUTES OF THE AUDIT AND GOVERNANCE COMMITTEE HELD ON 20 NOVEMBER 2023

Councillor Smith noted that the issuing of External Audit papers on 12 January 2024 for the meeting of the committee on 15 January 2024 was insufficient notice. Councillor Hogarth agreed that this practice should be improved.

RESOLVED – that the draft minutes of the Audit and Governance Committee be noted.

16 ITEMS FOR DISCUSSION IN THE ABSENCE OF THE PUBLIC AND PRESS

CHAIR

Item 33

MAYORAL COMBINED AUTHORITY BOARD

MINUTES OF THE MEETING HELD ON:

TUESDAY, 14 NOVEMBER 2023 AT 1.00 PM

SOUTH YORKSHIRE MAYORAL COMBINED AUTHORITY, 11
BROAD STREET WEST, SHEFFIELD S1 2BQ



Present:

Mayor Oliver Coppard (Chair)	South Yorkshire Mayoral Combined Authority
Councillor Sir Steve Houghton CBE	Barnsley MBC
Councillor Tom Hunt	Sheffield City Council
Mayor Ros Jones CBE	City of Doncaster Council
Councillor Chris Read	Rotherham MBC

In Attendance:

Martin Swales	Chief Executive and Head of Paid Service	SYMCA Executive Team
Steve Davenport	Director of Law and Governance	SYMCA Executive Team
Gareth Sutton	Executive Director of Resources & Investment	SYMCA Executive Team
Pat Beijer	Executive Director of Transport (Acting)	SYMCA Executive Team
Tom Bousfield	Corporate Director Growth, Business & Skills	SYMCA Executive Team
Colin Blackburn	Assistant Director - Housing, Infrastructure and Planning	SYMCA Executive Team
Andy Gates	Assistant Director - External Affairs	SYMCA Executive Team
Paul Johnson	Head of Economic Policy	SYMCA Executive Team
Kate Josephs	Chief Executive, Sheffield City Council	Sheffield City Council
Sharon Kemp	Chief Executive, Rotherham MBC	Rotherham MBC
Sarah Norman	Chief Executive, Barnsley MBC	Barnsley MBC

165 **Welcome and Apologies**

The Chair, welcomed attendees to the meeting and apologies were noted as above.

166 **Announcements**

The Mayor noted the Government's plans to cancel the Western Leg of HS2 and to launch a new "Network North" programme in its place.

He expressed his disappointment at the decision, but welcomed the opportunity to engage with the Government on how 'Network North' would operate.

167 **Urgent Items**

None.

168 **Items to be Considered in the Absence of Public and Press**

None.

169 **Voting Rights for Non-constituent Members**

None.

170 **Declarations of Interest by individual Members in relation to any item of business on the agenda**

None.

171 **Reports from and questions by members**

None.

172 **Receipt of Petitions**

None.

173 **Public Questions**

None.

174 **Minutes of the meeting held on 12 September**

RESOLVED that the minutes of the meeting held on 12 September 2023 be agreed as a true and accurate record

175 **Business Advisory Board Appointments**

The Board received a report seeking appointments to the Business Advisory Board.

RESOLVED that the Board:

1) Approve the following appointees to the Business Advisory Board:

- a) Sherry Kothari (Plasma-4)
- b) Tariq Shah (Vigo Group)
- c) Roz Davies (Green Estate)

- d) David Cross (Sky-House)
- e) Richard Gould (Metlase)
- f) Ken Perritt (G XO Logistics)

Support the intention to further broaden business representation on the Board by inviting a representative member of the CBI (Yorkshire and Humber) onto the Business Advisory Board.

176 **Transfer of Police and Crime Commissioner Functions - Consent to Order**

The Board received a report seeking explicit consent to the laying of a parliamentary order that will affect that transfer of Police and Crime Commissioner functions to the Mayor.

It was noted that a draft of the formal order had been received from Government for comment, and consent was currently being sought through each Local Authority's decision-making structures.

The order called for the transfer of powers from 8th May 2024, and was expected to be laid in Parliament on 7th December.

RESOLVED that the Board:-

1. Formally endorse the proposals to transfer the Police and Crime Commissioner functions to the Mayor with effect from May 2024 and to the reduction in the present mayoral term to align with the PCC election cycle of May 2024; and

Agree for the Head of Paid Service to consent on behalf of the MCA to the order required to facilitate the transfer of PCC functions to the Mayor.

177 **Economic Update**

The Board received a verbal Economic Update presentation. It noted that **nationally**:

- There had been neither economic growth nor decline in Q3,
- Surveying had shown that business confidence had been falling in recent months, but that the average in South Yorkshire was slightly higher,
- Businesses were beginning to see the impact of loans taken during Covid which were now impacting their growth,
- There had been a reduction of 4% in business investment,
- There had been a reduction in permanent employment appointments in favour of temporary appointments.

Specifically in **South Yorkshire**, it was noted that:

- There were high concentrations of tradeable jobs across the region, that is, jobs which produce goods and services which can be traded outside of the region. It was noted that better supply chains could spread these roles more evenly across the region.

The Board noted the importance of the South Yorkshire Investment Zone to bringing the public and private sectors together to generate investment in the region.

RESOLVED to note the update.

178 **Storm Babet Flood Impacts and Joint Regional Response**

The Board received a report on the impacts of the recent Storm Babet.

It noted that during the storm over 240 properties in South Yorkshire had been flooded, and local transport networks had also been impacted.

The report highlighted existing partnership working to reduce flood risk as well as the need to secure additional funding from Government to accelerate and deliver capital flood alleviation schemes across South Yorkshire.

The Mayor had written to the Secretary of State to seek further funding and engagement from Government to prevent future flooding in the region.

The Board expressed their sincere sympathies with the communities affected by flooding. They recognised that this issue would only continue to worsen if action was not taken, and that at present there was a significant funding gap in South Yorkshire.

The Board also noted lack of advanced warning from the Environment Agency in flooding situations, the lack of a catchment system for flood support, and the additional risk of flooding created by moorland burning.

The Mayor suggested that the Board consider an update on flooding in 6 months' time.

RESOLVED that The Board:

1. Note the detailed impact of Storm Babet on communities within South Yorkshire.
2. Welcome the Mayor's letter to the Secretary of State for Environment, Food and Rural Affairs on behalf of the MCA Board, to request further funding support to accelerate the delivery of flood defences, flood mitigation and resilience schemes across South Yorkshire.
3. Note that the Mayor has also requested a round table with the SoS to press the need for action to address the above matters.

179 **Devolution**

The Board received a report on a future devolution deal for South Yorkshire. It was anticipated that in the Chancellor's Autumn Statement, MCAs would be invited to work towards new devolution deals.

However, it was noted that at present new devolved powers were likely to be limited, and the report therefore sought approval of some guiding principles which would underpin work towards further devolution in South Yorkshire.

The Mayor stated his hope that future devolution would not lead to a multi-teared system of Combined Authorities, and that all settlements should include business rate retention and single settlements.

It was noted that under previous devolution consultations, the public had been overwhelmingly in support of local leaders having more power.

RESOLVED that the Board:

1. Note the potential for further devolution and Government's intention to extend trailblazer powers to other MCAs.
2. Support proactive engagement with Government in the coming months.

Note that any decision to complete a formal devolution process will require the consent of each Constituent Council.

180 **Submission of the Mass Transit Outline Business Case (OBC) to DfT**

The Board received a report on the tram asset renewal Outline Business Case (also referred to as the Mass Transit OBC) for submission to the Department for Transport (DfT).

The report highlighted that there would be engagement with Local Authority Transport Officers in drafting the business case ahead of submission in early 2024.

The purpose of the business case was to release £100m of City Region Sustainable Transport Settlement (CRSTS) funding already allocated to the renewal of tram network assets, as well as a request for release of further funding relating to the full cost of tram asset renewal.

The Board welcomed this work and alongside it ongoing work towards Tram Vision for the future.

RESOLVED that the Board approve the following:

1. Delegate authority to the MCA's Acting Executive Director of Transport and the Section 73 Officer (Executive Director Resources and Investment), in consultation with the MCA Chief Executive and the Mayor of South Yorkshire, to submit the completed tram asset renewal (Mass Transit) OBC to the DfT upon conclusion of the final review stages (estimated January 2024).
2. To engage with Local Authority Transport Officers in the detailed review of the Mass Transit OBC to support the finalisation of documentation, ahead of submission to DfT by the January 2024 target date.

181 **Statement of Common Ground**

The Board received a report on a Joint Regional Statement of Common Ground, which noted that Local Authorities preparing local plans are under a statutory "Duty to Cooperate" with other relevant bodies to encourage and enable strategic planning across local authority boundaries.

The Statement was progressing for approval at all 9 Local Planning Authorities: Barnsley, Doncaster, Rotherham, Sheffield, Bassetlaw, Bolsover, Chesterfield, Derbyshire Dales, and NE Derbyshire.

RESOLVED the Board is asked to: Endorse the updated Joint Regional Statement of Common Ground and agree to be a signatory.

182 **Brownfield Housing Fund Open Call**

The Board received a report seeking approval to carry out a further Open Call for Brownfield Housing schemes which will remain open.

Mayor Jones introduced the item and noted that the Brownfield Housing Programme was delivering well so far, but that £70m remained available, and must be spent by March 2025.

Therefore, approval was sought to proceed to a rolling open call for Brownfield Housing schemes. It was noted that dialogue with Local Authorities, Housing Associations and private developers was ongoing, and that any further interest was encouraged.

RESOLVED that the Board:

1. Agree to a rolling open call process to ensure the development of a robust pipeline of brownfield sites for both the current programme and any future housing funded programme.
2. Allow additional pipeline projects onto the current programme following the MCA Assurance Process, with initial schemes being:
 - Canon Brewery Phase 2
 - The Hive
 - Laurel Works
 - Rotherham Priority Sites
 - Newstead Older Persons Independent Living

183 **Finance Update Quarter 2**

The Board received a report which:

1. Provided an update on the Authority's budget position after first 6 months of the year,
2. Sought award of funding to the Sheffield Fargate Future High Streets Scheme,
3. Sought approval of the disposal of land and buildings at Sheffield Halfway.

RESOLVED that the Board:

1. Approve the revised budget estimates;
2. Approve the set aside of windfall treasury management income to meet the costs of the May 2024 election and Office for Police and Crime Commissioner (OPCC) integration and additional MCA Officer capacity;
3. Approve the set aside of £4m of forecast windfall treasury management income to the Capacity and Capability Reserve;
4. Note the potential for up to £4m further treasury management income

- available for investment into MCA priorities;
5. Approve the Programme Approvals report recommendations set out in Appendix iii; and,
 6. Delegate authority to the statutory officers to make arrangements for the disposal by sale or lease of the Ashes Building site in the most efficient and effective manner possible.

184 **Statutory Accounts 21/22**

The Board received the Statutory Accounts for the financial year 2021/22, which included an unqualified opinion on both the MCA and South Yorkshire Passenger Transport Executive (SYLTE) accounts, and found no matters for concern regarding value for money.

RESOLVED that the Board:
Approve the Annual Statement of Accounts for both the MCA and SYLTE.

185 **Delegated Authority Report**

The Board was provided with details of decisions and delegations made by under the Officer Scheme of Delegation since the previous meeting.

RESOLVED that the decisions and delegations made under delegated authority up to November be noted.

I, the undersigned, confirm that this is a true and accurate record of the meeting.

Signed

Name

Position

Date

This page is intentionally left blank



SOUTH YORKSHIRE POLICE AND CRIME PANEL

11 DECEMBER 2023

PRESENT: Councillor N Wright (Barnsley MBC) (Chair)

Councillors: R Davison (Sheffield City Council), H Nottage (Sheffield City Council), C Ransome (City of Doncaster Council), W Carratt (Independent Co-opted Member of the Police and Crime Panel), J Griffin (Independent Co-opted Member of the Police and Crime Panel) and R Hindley (Independent Co-opted Member of the Police and Crime Panel)

Dr A Billings (South Yorkshire Police and Crime Commissioner)

S Abbott, M Buttery, S Parkin, F Topliss and K Wright
(Office of the South Yorkshire Police and Crime Commissioner)

P Clark, A Shirt and C Smallman
(Barnsley MBC)

Apologies for absence were received from
Councillor B Miskell (Sheffield City Council), Councillor T Baum-Dixon (Rotherham MBC), Councillor R Haleem (Rotherham MBC), Councillor E Muddiman-Rawlins (City of Doncaster Council), Councillor S Saeed (Sheffield City Council) and S Ghuman (Barnsley MBC)

1. WELCOME

The Chair welcomed everyone to the meeting, including new Member Councillor Steve Hunt.

2. APOLOGIES FOR ABSENCE

Apologies for absence were noted as above.

3. ANNOUNCEMENTS

None.

4. URGENT ITEMS

None.

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

RESOLVED - That agenda Item 17 entitled 'Presentation on the Transfer of Police and Crime Commissioner Functions to the South Yorkshire Mayor' be considered in the absence of the public and press.

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

None.

7. PUBLIC QUESTIONS:-

A) TO THE POLICE AND CRIME COMMISSIONER

There were no questions to the Police and Crime Commissioner.

B) TO THE POLICE AND CRIME PANEL

There were no questions to the Police and Crime Panel.

8. MINUTES OF THE POLICE AND CRIME PANEL MEETING HELD ON 25 SEPTEMBER 2023

The Panel discussed and noted progress in respect of the agreed actions captured on the Panel's Action Log set out in Appendix A to the minutes.

RESOLVED –

- i) That the minutes of the Police and Crime Panel meeting held on 25 September 2023 be agreed and signed by the Chair as a correct record.
- ii) Noted that the Panel's Action Log would be updated following discussion and agreement at today's meeting.

9. CHANGE OF PANEL MEMBERSHIP

A report of the Panel's Support Officer highlighted that at the meeting held on 23 November 2023 Barnsley Metropolitan Borough Council resolved that Councillor Steve Hunt would replace Councillor Ashley Peace as its representative on South Yorkshire Police and Crime Panel, due to Councillors in Sheffield changing political party, which has impacted on political proportionality across South Yorkshire.

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

- i) Noted that Councillor Peace's membership of the Panel ceased on 23 November 2023.
- ii) Noted the appointment of Councillor Hunt to the Panel by Barnsley Metropolitan Borough Council as its meeting held on 23 November 2023.

iii) Appointed Councillor Hunt to the Budget Working Group.

10. POLICE AND CRIME COMMISSIONER'S UPDATE (INCLUDING DECISIONS MADE SINCE THE LAST MEETING)

A report of the Police and Crime Commissioner was brought to the Committee to provide members with an update on the key PCC activities and decisions, and key OPCC activities against the OPCC's Delivery Plan.

Dr Billings ran through the main points of the report for the Committee and explained that from his perspective the transfer of functions was handled well, and the transition was running as smoothly as possible.

F Topliss added that the results of the Priorities Survey would be brought to the Committee in the next meeting, members were encouraged to push the survey through their social media pages. So far, the survey had been running for two weeks and there were over 2000 responses.

Members queried the role of the Panel once the transfer of functions had taken place. M Buttery explained that the work involved with supporting the panel was part of the programme's legislation, the PCC Panel were in place to provide an overview alongside support, meaning the same statutory obligations would apply.

W Carratt asked if the new combined authority mayor could choose to scrap optional boards without the panel's notification. M Buttery explained that the Legal Governance Group had taken the view that there wasn't need for any specific changes to be made to any of the boards.

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

- i) Noted the contents of the report.
- ii) Asked questions on the matters contained within the report, given it explains how the PCC has over this period delivered his Police and Crime Plan and discharged the wide range of his legal responsibilities, and the decisions he has taken which are of public interest.

11. MONITORING DELIVERY OF THE POLICE AND CRIME PLAN - QUARTERLY REPORT (JULY TO SEPTEMBER 2023 - QUARTER 2 2023/24)

The report aimed to provide Members with information about how the police and partners as well as the Office of the PCC (OPCC) are working to achieve the outcomes and priorities set out in the Police and Crime Plan for South Yorkshire.

Dr Billings explained that one of the main focus' was on protecting vulnerable people alongside the police providing the right care at the right time. The final

phase would relate to those with mental health issues and having crisis points in public places for those who may need it.

W Carratt asked who was responsible for the mental health response vehicles, Dr Billings explained that it was the NHS.

A conversation arose around burglaries and the figures shown in the report. Councillor Hunt asked if there were any specific hotspot areas. K Wright explained that district breakdowns were not available as the percentages were high across all areas daily, weekly and monthly.

Dr Billings agreed adding that the high percentages related to deprivation and poverty, patrolling those areas was proving effective alongside targeted work on criminal gangs.

RESOLVED - That Members of the Police and Crime Panel noted the contents of the report and comment on any matters arising.

12. QUARTER 2 - CONSOLIDATED BUDGET MONITORING REPORT 2023/24

The report highlighted the consolidated financial position for the period 1 April 2022 to 30 September 2023.

RESOLVED - That Members of the Police and Crime Panel noted the contents of the report and commented on any matters arising.

13. LEARNING AND DEVELOPMENT UPDATE

A Shirt provided Members with the Learning and Development Update which included current events, together with future plans in respect of learning and development for the Panel. Members were encouraged to provide suggestions for any additional learning and development updates.

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

- i) Noted the update.
- ii) Agreed to provide suggestions for future learning and development.

14. WORK PROGRAMME / PAB DATES

A Shirt provided Members with the 2023/24 Work Programme for information and explained that Members could nominate topics that fall with the Panel's Statutory role in supporting and scrutinising the Commissioner. All issues would be given full consideration by the Chair, Vice-Chair and Commissioner at the pre-agenda planning meetings.

Additionally, Members were encouraged to attend the meeting of the Commissioner's Public Accountability Board (PAB) to increase their operational knowledge of how the PCC holds the Chief Constable to account.

RESOLVED - That Members of the Police and Crime Panel noted the contents of the 2023/24 Work Programme.

15. DATE AND TIME OF THE NEXT MEETING - MONDAY 5 FEBRUARY 2024, 1:00 PM IN THE COUNCIL CHAMBER, TOWN HALL, CHURCH STREET, BARNESLEY, S70 2TA

RESOLVED – That the next meeting of the Police and Crime Panel be held on Monday 5 February 2024, at 1:00 pm in the Council Chamber, Town Hall, Church Street, Barnsley, S70 2TA.

16. EXCLUSION OF THE PUBLIC AND PRESS

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

17. PRESENTATION ON THE TRANSFER OF POLICE AND CRIME COMMISSIONER FUNCTIONS TO THE SOUTH YORKSHIRE MAYOR

Members of the Police and Crime Panel were presented with an update on the transfer of the PCC functions to the South Yorkshire Mayor.

RESOLVED - That Members of the Police and Crime Panel noted the update.

CHAIR

This page is intentionally left blank