

<b>MEETING:</b>	Full Council
<b>DATE:</b>	Thursday 28 March 2024
<b>TIME:</b>	10.00 am
<b>VENUE:</b>	Council Chamber, Barnsley Town Hall

## AGENDA

### 1. Declarations of Interests

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

### 2. Retiring Councillors

To pay tribute to the following Members, who are not seeking re-election at the forthcoming Municipal Elections, for their hard work and contribution to the Council and the local community they represent:-

Councillor Ennis OBE  
Councillor Risebury  
Councillor Wilson

### 3. Minutes (*Pages 5 - 28*)

To approve as a correct record the minutes of the meetings of the Council held on 1<sup>st</sup> and 29th February 2024 .

### 4. 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.*

### 5. Adoption of Updated Biodiversity and Geodiversity Supplementary Planning Document (SPD) (Cab.21.2.2024/7) (*Pages 29 - 120*)

**RECOMMENDED TO COUNCIL:-** That the updated Biodiversity and Geodiversity Supplementary Planning Document be approved and adopted.

### 6. Adoption of Updated House Extensions and Other Domestic Alterations Supplementary Planning Document (SPD) (Cab.21.2.2024/8) (*Pages 121 - 172*)

**RECOMMENDED TO COUNCIL:-** That the updated House Extensions and Other Domestic Alterations Supplementary Planning Document be approved and adopted.

### 7. Revised Terms of Reference for the Corporate Parenting Panel (Cab.20.3.2024/9) (*Pages 173 - 186*)

**RECOMMENDED TO COUNCIL:-** That the revised terms of reference for the Corporate Parenting Panel be approved.

8. Implementation of the 2024/25 Pay Policy Statement (Cab.20.3.2024/11) *(Pages 187 - 204)*

**RECOMMENDED TO COUNCIL :-** That the 2024/25 Pay Policy statement, contained at Appendix 1, be approved.

### **Substantive Items**

9. Appointment of Independent Persons Under the Member Code of Conduct *(Pages 205 - 208)*

**RECOMMENDED TO COUNCIL:-** that Martyn Thorpe and David Irvine be appointed as Independent Persons under the Member Code of Conduct for a four year term.

10. Appointment To The Role Of Proper Officer *(Pages 209 - 212)*

**RECOMMENDED TO COUNCIL:-** That Kate Charlton be appointed as Proper Officer for Births, Deaths and Marriages with effect from 1 April 2024.

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

11. Audit and Governance Committee - 24 January 2024 *(Pages 213 - 220)*
12. Planning Regulatory Board - 20 February 2024 *(Pages 221 - 222)*
13. General Licensing Panel - Various *(Pages 223 - 224)*
14. Appeals, Awards and Standards - Various *(Pages 225 - 228)*

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

15. Overview and Scrutiny Committee - 9 January 2024 *(Pages 229 - 236)*
16. Overview and Scrutiny Committee (Sustainable Barnsley Workstream) - 13 February 2024 *(Pages 237 - 242)*

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

17. Dearne Area Council - 8 January 2024 *(Pages 243 - 248)*
18. North Area Council - 15 January 2024 *(Pages 249 - 254)*
19. North East Area Council - 25 January 2024 *(Pages 255 - 258)*
20. Central Area Council - 31 January 2024 *(Pages 259 - 262)*
21. South Area Council - 9 February 2024 *(Pages 263 - 266)*

22. Penistone Area Council - 15 February 2024 (Pages 267 - 272)

**Minutes of the Cabinet Meetings**

23. Cabinet - 24 January 2024 (Pages 273 - 276)
24. Cabinet - 7 February 2024 (Pages 277 - 282)
25. Cabinet - 21 February 2024 (Pages 283 - 286)
26. Cabinet - 6 March 2024 (Pages 287 - 292)

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

27. 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.*

28. South Yorkshire Pensions Authority - 7 December 2023 (Pages 293 - 300)
29. South Yorkshire Pensions Authority - 8 February 2024 (Pages 301 - 308)
30. South Yorkshire Mayoral Combined Authority Board - 9 January 2024 (Pages 309 - 314)
31. South Yorkshire Mayoral Combined Authority Board - 13 February 2024 (Pages 315 - 320)
32. South Yorkshire Police and Crime Panel (Draft) - 5 February 2024 (Pages 321 - 328)
33. South Yorkshire Fire and Rescue Authority (Draft) - 19 February 2024 (Pages 329 - 338)
34. Questions by Elected Members

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

1. Councillor Hunt

*"In each of the last three calendar years how many cases of damp and mould*

*were reported to Berneslai Homes by its tenants?"*

A handwritten signature in grey ink, appearing to read 'SN', followed by a long horizontal line extending to the right.

Sarah Norman  
Chief Executive

Wednesday 20 March 2024

<b>MEETING:</b>	Full Council
<b>DATE:</b>	Thursday 1 February 2024
<b>TIME:</b>	10.00 am
<b>VENUE:</b>	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 and Smith
- Darton East Ward - Councillors Denton
- Darton West Ward - Councillors A. Cave, T. Cave and Howard
- Dearne North Ward - Councillors Bellamy, Cain and Morrell
- Dearne South Ward - Councillors Coates and Moore
- Dodworth Ward - Councillors Christmas, Fielding and C. Wray
- Hoyland Milton Ward - Councillors Franklin and Shepherd
- Kingstone Ward - Councillors Mitchell and 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, Burnett and Wilson
- Penistone West Ward - Councillors 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, Clarke and Lodge

## 169. Declarations of Interests

Councillor Burnett declared a pecuniary interest in any items on the agenda insofar as they related to his employment by the NHS.

Councillor T Cave declared a non-pecuniary interest insofar as items on the agenda referred to his position as trustee of Barnsley Youth Zone.

Councillor Lodge declared a non-pecuniary interest in minute number 173 due to him being a Berneslai Homes tenant.

Councillor Sheard declared a non-pecuniary interest insofar as items on the agenda related to her position as Governor of the Barnsley Hospital NHS Foundation Trust.

Councillor Tattersall declared a non-pecuniary interest in minute number 173 due to her position on Berneslai Homes Board.

## 170. Minutes

The minutes of the meeting held on 23 November 2023 were taken as read and signed by the Chair as a correct record.

## 171. Communications

### (a) Trans Pennine Trail National Office – British Horse Society Access Award

The Chief Executive announced that the Council's Trans Pennine Trail national office was awarded an Access Award by the British Horse Society for excellent service by an organisation in furtherance of enhanced equestrian access.

She added that the Trans Pennine Trail, better known as the TPT, was the vision of two Barnsley Officers following the Beeching Report, that highlighted the possibility of connecting greenways and canal towpaths with decommissioned railways. She said that from that day to this Barnsley Council had been proud to host the TPT National Office.

The small, but very hard working, team of three worked tirelessly to take every opportunity possible to look at areas where sections could be upgraded or improved for horse riders. She noted that working with 26 Local Authorities was not a small feat and currently there was over 70% of the route that was fully accessible for horse riders, but the team knew there was always more to do.

The team had produced a guidance paper to encourage partners to provide corral facilities wherever space and funds allowed, and a signage paper that had been agreed by all partners to ensure that each individual that could legally use the route was equally represented.

When responding to consultations and planning applications right across the 370 miles of route the team looked at potential upgrades that could be possible to increase the amount of equestrian route available.

The Chief Executive gave thanks for the contributions made by the team; Mandy Loach, Hannah Beaumont and Robert Drummond.

Councillors Ennis OBE and Higginbottom added their thanks to the team and paid tribute to former Councillor Norbury who was instrumental in the founding of the TPT. Councillor Wilson, as chair of the TPT also added his congratulations and praised the team.

The Deputy Mayor and Mayor added their thanks to the team for their continued hard work.

(b) Members Leadership Programme

The Chief Executive reminded Members that the Leadership Programme had been commissioned and agreed by the Member Development Working Party on the back of the staff leadership programme, which had been run for a number of years by IODA. IODA adapted the programme to ensure that it fitted with the Member role specifically in Barnsley. The programme had commenced in early 2022 and consisted of five modules:- Introduction to Leadership; Leadership within the Council and the Community; Systems Leadership and Stakeholder Management; Persuading, Influencing and Managing Conflict; and Understanding Finance, Budgets, and Planning.

Members were given the option to attend the full five modules, the five modules plus completion of a CMI Level 5 Award in Leadership and Management, or just attend individual modules which were of interest to themselves.

An awful lot of Members had benefited from the programme but three Councillors that successfully completed the programme and passed the full qualification in late 2023. Congratulations were given to Councillor Moyes, Richardson and Webster.

The Mayor then presented each Member with their certificate, and Councillor Howard congratulated all those who had taken part, and added her thanks to the Member Development Team for their hard work to support learning such as this. This was echoed by the Mayor.

**172. Contract Procedure Rule Amendments (Cab.10.1.2024/6)**

Moved by Councillor Frost – Seconded by Councillor Bowser; and

**RESOLVED:-**

- 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.

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

Moved by Councillor Frost – Seconded by Councillor Bowser; and

**RESOLVED**

- i) That the HRA draft budget business plan for 2024/25 be approved, and the MTFFS (Medium Term Financial Strategy) be noted, 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) That 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 be approved
- iii) That 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 be approved;
- iv) That the Core Housing Capital Investment Programme for 2024/25 totalling £17.939M (Appendix 1) be approved;
- v) That the proposed 5-year New Build and Acquisitions Programme £42.861M (up to c200 properties) be approved in principle, subject to individual reports as appropriate, in line with the Council’s governance arrangements (Appendix 2);
- vi) That a one year only £4.9M priority adjustment from Capital BHS to responsive Revenue Repairs to fund current demand whilst maintaining decency standards be approved.

**174. Housing Strategy 2024-28 (Cab.24.1.2024/8)**

Moved by Councillor Franklin – Seconded by Councillor Moyes; and

**RESOLVED** 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.

**175. Statutory Polling District and Place Review 2023 (Cab.24.1.2024/12)**

Moved by Councillor Frost – Seconded by Councillor Bowser; and

**RESOLVED:-**

- i) That the council designates the polling districts and places listed in Appendix 1 for all Parliamentary and Local elections; and
- 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.

#### **176. Appointment to Committees and Outside Bodies**

Moved by Councillor Howard – Seconded by Councillor Cherryholme; and

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

Overview and Scrutiny Committee - Ms Elizabeth Iles as Cooped Parent Governor Representative for a two year term

Barnsley cancer prevention and early detection group – Councillor Burnett

Shaw Lands Trust – Councillor Pickering for a three year term

#### **177. Amendments to the Constitution**

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

**RESOLVED** that the amendments, as detailed within the report, be approved.

#### **178. Planning Regulatory Board - 21 November 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 21 November 2023 be received.

#### **179. General Licensing Regulatory Board - 20 December 2023**

Moved by Councillor Green - Seconded by Councillor Clarke; and

**RESOLVED** that the minutes as printed and now submitted of the proceedings of the General Licensing Regulatory Board held on 20 December 2023 be received.

#### **180. 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.

#### **181. Statutory Licensing Regulatory Board - 20 December 2023**

Moved by Councillor Green – Seconded by Councillor Clarke; and

**RESOLVED** that the minutes as printed and now submitted of the proceedings of the Statutory Licensing Regulatory Board held on 20 December 2023 be received.

#### **182. Appeals, Awards and Standards - Various**

Moved by Councillor Shepherd– Seconded by Councillor Cherryholme; 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.

**183. Health and Wellbeing Board - 9 November 2023**

Moved by Councillor Cain - Seconded by Councillor Newing; and

**RESOLVED** that the minutes as printed and now submitted of the proceedings of the Health and Wellbeing Board held on 9 November 2023 be received.

**184. Overview and Scrutiny Committee (Growing Barnsley Workstream) - 31 October 2023**

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

**RESOLVED** that the minutes as printed and now submitted of the proceedings of the Overview and Scrutiny Committee (Growing Barnsley Workstream) held on 31 October 2023 be received.

**185. Overview and Scrutiny Committee (Healthy Barnsley Workstream) - 28 November 2023**

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

**RESOLVED** that the minutes as printed and now submitted of the proceedings of the Overview and Scrutiny Committee (Healthy Barnsley Workstream) held on 28 November 2023 be received.

**186. North Area Council - 13 November 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 13 November 2023 be received.

**187. Dearne Area Council - 20 November 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 20 November 2023 be received.

**188. North East Area Council - 23 November 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 23 November 2023 be received.

**189. Penistone Area Council - 30 November 2023**

Moved by Councillor Kitching – Seconded by Councillor Barnard; and

**RESOLVED** that the minutes as printed and now submitted of the proceedings of the Penistone Area Council held on 30 November 2023 be received.

**190. Central Area Council - 6 December 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 6 December 2023 be received.

**191. South Area Council - 15 December 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 15 December 2023 be received.

**192. Cabinet - 15 November 2023**

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

**RESOLVED** that the minutes as printed and now submitted of the proceedings of Cabinet held on 15 November 2023 be received.

**193. Cabinet - 29 November 2023**

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

**RESOLVED** that the minutes as printed and now submitted of the proceedings of Cabinet held on 29 November 2023 be received.

**194. Cabinet - 13 December 2023**

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

**RESOLVED** that the minutes as printed and now submitted of the proceedings of Cabinet held on 13 December 2023 be received.

**195. Cabinet - 10 January 2024**

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

**RESOLVED** that the minutes as printed and now submitted of the proceedings of Cabinet held on 10 January 2024 be received.

**196. 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.

**197. South Yorkshire Pensions Authority - 7 September 2023**

**RESOLVED** that the minutes be noted.

**198. South Yorkshire Fire and Rescue Authority - 9 October 2023**

**RESOLVED** that the minutes be noted.

**199. South Yorkshire Fire and Rescue Authority - 20 November 2023**

**RESOLVED** that the minutes be noted.

**200. South Yorkshire Fire and Rescue Authority (Draft) - 15 January 2024**

**RESOLVED** that the minutes be noted.

**201. South Yorkshire Police and Crime Panel (Draft) - 11 December 2023**

**RESOLVED** that the minutes be noted.

**202. South Yorkshire Mayoral Combined Authority Board - 14 November 2023**

**RESOLVED** that the minutes be noted.

**203. 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 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?*

Councillor Higginbottom, Cabinet Spokesperson for Environment and Highways responded by saying that the annual cost for disposal of fly-tipping for 2022/23 was £264,453.23 and for the period mentioned, this cost was £121,261.69. He added that costs included labour, machinery, materials, and disposal costs relating to incidents.

In addition to the direct costs, the council had invested resources in the enforcement team and communications team to pursue the people who chose to break the law.

Councillor Higginbottom said that he was sure that Councillor P Wright shared his absolute abhorrence of those who continued to blight our borough and that he would continue to support every effort to bring those responsible to justice.

Councillor P Wright noted that the Kingstone Ward had the highest number of incidents of fly-tipping according to a recent freedom of information request, and by way of supplementary question he asked how the Council was going to target the worst affected areas to hopefully reduce or put an end to this unsightly and often unsanitary practice.

Councillor Higginbottom responded by stating that there were a number of avenues the Council was taking to tackle this, firstly using enforcement; 42 Fixed Penalty Notices had been issued and the Council had seized and crushed vehicles responsible for large scale fly-tipping and offenders had been taken to court for prosecution.

He added that enforcement alone was not the sole answer to the problem, there was a responsibility for education and reminding residents of the options available to legally and conveniently dispose of their waste through Household Waste Recycling Centres, the domestic kerbside collections and the bulky waste service. He mentioned the Everybody Think publicity campaign with leaflets distributed in the areas known to be particular 'hotspots' including the Kingstone and Central wards. He said that the Council had a responsibility to remind residents about their end user responsibilities when disposing of waste. He thanked residents for their continued support of the work, including reporting, with work ongoing with Microsoft to make reporting easier, particularly in relation to smart phones.

## 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?*

Councillor Higginbottom, Cabinet Spokesperson for Environment and Highways, responded by saying that his thoughts and the thoughts of the Council were with the resident mentioned. He added that he was aware of the serious accidents that had occurred at the junction of Keresforth Road and Stainborough Road, and he shared the concerns about the safety of pedestrians and drivers in this area.

He made Members aware that the junction of Keresforth Road and Stainborough Road was within the traffic team's annual work programme, and that they were in the process of investigating the problem and developing an appropriate solution in due course. Traffic engineers had already met with local members on site to discuss the situation and explore possible measures to improve the visibility and reduce the speed of vehicles.

He provided assurances that officers were working hard to deliver a solution that would address the concerns and enhance the safety and accessibility of the junction. He added that officers would keep Councillor Christmas and his ward colleagues

updated on the progress of the project and the expected timescales for implementation.

By way of supplementary question Councillor Christmas asked if Councillor Higginbottom could commit to a timeline for identification and implementation of safety measures.

In response Councillor Higginbottom said it was the intention to have a scheme ready at design stage by the end of the financial year. The implementation would depend on the design, and the scale of the challenge, however the Council wished to progress this as quickly as possible.

### 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?*

Councillor Higginbottom, Cabinet Spokesperson for Environment and Highways replied stating that he and the Council were familiar with, and very supportive of, the work that the Mayor of South Yorkshire, Oliver Coppard, was doing to improve public transport in the region and applauded his continued efforts to lobby government for the investment the area deserved.

Councillor Denton noted that Mayor Coppard had published a press release recently which had referenced the bus promise and thanked Councillor Higginbottom for any influence he may have had in this. By way of supplementary question asked whether influence could be used for the Bus Promise to be published in places where bus users would see it, such as terminals and on buses, so that users were aware of it so that feedback could be given to the Enhanced Partnership.

Councillor Higginbottom replied that the publication and dissemination of this was a matter for the South Yorkshire Mayoral Combined Authority, but that this issue would be picked up with them through the usual channels. He added that the recent 'Back Our Buses' campaign of the South Yorkshire Mayor, an important document recently released, which referenced the challenges in South Yorkshire. The report highlighted that for every £10 of central government funding spent in South Yorkshire, £40 per head was spent in the West Midlands, £39 per head was spent in Greater Manchester and £36 was spent in West Yorkshire. This served to highlight the chronic underfunding of public transport in South Yorkshire. But of note were the positive improvements made through the Enhanced Partnership, which would improve the experience for residents of South Yorkshire, including limits to the service changes and fair increases to twice and once per annum, taxi fair replacement schemes for service cancellations, and accessibility improvements on the new fleet. Collectively these made a big difference to Members of the public.

### 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?*

Councillor Higginbottom, Cabinet Spokesperson for Environment and Highways responded by saying that the detailed work on the feasibility study was time consuming and involved a lot of data gathering both with the Council and the hospital. Council officers had project meetings arranged to discuss progress and would provide updates accordingly.

He added that he appreciated that it had taken longer than anticipated, but where information had not been available, the consultants had to do the necessary data capture to ensure the data that underpinned study was robust.

As a supplementary question Councillor C Wray asked whether there was an expected timescale for completion of the work, bearing in mind the costs to residents in parking fees, the NHS in missed appointments and lost productivity.

Councillor Higginbottom responded by saying progress meetings would be taking place in the next two weeks, and following these updates would be provided accordingly. He appreciated the concerns raised, but added that a park and ride scheme alone would not solve the issues. In the longer term the solution would be reducing demand at the Gawber Road site by moving as many services as possible away from there. Barnsley was trailblazing in its Health on the High Street programme, which will be transformative, as seen with the Community Diagnostics Centre.

#### 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?*

Councillor Higginbottom, Cabinet Spokesperson for Environment and Highways responded by saying that the delivery of both the Dodworth Road Gyratory, improvements to Penny Pie Park, and the installation of the footbridge that linked to Pogmoor Recreation Ground had been a great success in achieving its overall objectives in addition to improving the quality of the park's offer.

The delivery of these schemes had been undertaken sympathetically, balancing the potential concerns regarding lighting of the public areas against potential anti-social behaviour concerns and against ecological information gained during the development of the planning application.

The Preliminary Ecological Assessment undertaken for the scheme identified that it was likely that there are bats present in the area, and probably using the site to some extent.

Therefore, it was recommended that lighting options were carefully considered along the route of the new roundabout, particularly near the railway line, and measures to reduce the impact of artificial lighting and reduce light spill should be considered and adopted as part of the planning process.

In addition, it was noted that officers were also mindful of the impact that additional lighting could have on the properties that overlook the recreation ground. Therefore, he confirmed that there were no current proposals to provide any additional lighting at this stage, but that it would be kept under review.

Councillor Christmas declined to ask a supplementary question.

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?*

Councillor Higginbottom, Cabinet Spokesperson for Environment and Highways responded that the ongoing flood resilience of all our communities was a hugely important area of work for the Council, even more so given the most recent October 2023 flood event. Officers from across his portfolio were aware of this situation, and he sympathised entirely with the resident who was affected.

This issue had been ongoing for some time and there are a number of challenges in finding the most appropriate solution. Several options were under active consideration but further investigation and consultation with affected residents and stakeholders was required before a solution could be agreed.

He provided assurances that that the issue was being taken seriously and that the Council was committed to finding a feasible and sustainable solution as soon as possible.

He encouraged Councillor Christmas and his constituents to continue to report any further problems, as this would help to build a robust evidence base for whatever intervention was required.

By way of supplementary question Councillor Christmas asked for assurances that, at the very least, communications between the relevant Council officers and resident will improve considerably so that they were aware of what, if any, the Council was willing to take.

Councillor Higginbottom responded by saying that they would.

.....  
Chair



<b>MEETING:</b>	Full Council
<b>DATE:</b>	Thursday 29 February 2024
<b>TIME:</b>	10.00 am
<b>VENUE:</b>	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 Hunt

Darton West Ward

- Councillors A. Cave, T. Cave and Howard

Dearne North Ward

- Councillors Bellamy, Cain and Morrell

Dearne South Ward

- Councillors Bowler, Coates and Moore

Dodworth Ward

- Councillors Fielding and C. Wray

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 and Newing

Penistone East Ward

- Councillors Barnard, Burnett and Wilson

Penistone West Ward

- Councillors Greenhough, Kitching and Lowe-Flello

Rockingham Ward

- Councillors A. Wray

Royston Ward

- Councillors Makinson, McCarthy and Webster

St. Helen's Ward

- Councillors Leech, Tattersall and N. Wright

Stairfoot Ward

- Councillors K. Dyson and Murray

Wombwell Ward

- Councillors Eastwood, Frost and Higginbottom

Worsbrough Ward

- Councillors Bowser, Clarke and Lodge

### 204. Declarations of Interests

Councillor Burnett declared a non-pecuniary interest in minute number 206 insofar as discussion related to his employment by the NHS and his position on the Trans-Pennine Trail Members Steering Group.

Councillor T Cave declared a non-pecuniary interest in minute number 206 due to his position on the board of Barnsley Youth Zone.

Councillor Sir Steve Houghton CBE declared a non-pecuniary interest in minute number 206 due to the employment of his wife by the Authority.

Councillor Howard declared a non-pecuniary interest in minute number 206 insofar as discussion related to her employment by the Department for Work and Pensions

Councillor Peace declared a non-pecuniary interest in minute number 206 insofar as discussion related to his employment by an organisation which had a contract with the Authority.

Councillor Newing declared a non-pecuniary interest in minute number 206 insofar as discussion related to her employment as a Community Nurse by SWYT.

Councillor O'Donoghue declared a non-pecuniary interest in minute number 206 insofar as discussion related to his employment by the Department for Work and Pensions.

Councillor Osborne declared a non-pecuniary interest in minute number 206 due to his position on the board of Berneslai Homes.

Councillor Peace declared a non-pecuniary interest in minute number 206 insofar as discussion related to his employment by the Department for Work and Pensions.

Councillor Sheard declared a non-pecuniary interest in minute number 206 insofar as discussion related to her position as a Governor of Barnsley Hospital NHS Foundation Trust.

Councillor Tattersall declared a non-pecuniary interest in minute number 206 due to her position on the board of Berneslai Homes.

## **205. Suspension of Standing Orders**

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

**RESOLVED** that Standing Order No 13 (5) of the Council be suspended in respect of the consideration of the Medium Term Financial Strategy 2024-27 insofar as it relates to restrictions on Members speaking more than once.

## **206. Medium Term Financial Strategy 2024-27 (Cab.7.2.2024/6)**

The 24/25 Revenue Budget and Capital Programme and Council Tax Recommendations were moved by Councillor Frost and seconded by Councillor Bowser.

An amendment received in accordance with standing order number 8, and published as a supplement alongside the original report, was then moved by Councillor Kitching and seconded by Councillor Hunt:-

After a lengthy and frank discussion, the amendment was put to the vote and was lost.

### **In favour of the amendment, present at the time of voting**

Councillors Fielding, Greenhough, Hunt, Kitching, Lodge, Lowe-Flello, C Wray and P Wright.

### **Against the amendment, present at the time of voting**

Councillors Barnard, Bellamy, Booker, Bowler, Bowser, Burnett, Cain, A Cave, T Cave, Cherryholme, Clarke, Coates, Dyson, Eastwood, Ennis OBE, Franklin, Frost, Green, Hayward, Higginbottom, Sir Steve Houghton CBE, Howard, Leech, Lofts, Makinson, Markham, McCarthy, Moore, Morrell, Moyes, Murray, Newing, O'Donoghue, Osborne, Peace, Richardson, Sheard, Shepherd, Smith, Stowe, Tattersall, Webster, Wilson, A Wray, and N Wright.

### **Abstentions**

There were no abstentions.

The original motion was then put as the substantive motion and -

### **RESOLVED:-**

1. 24/25 Revenue Budget and Capital Programme
  - a) that the report of the Director of Finance (S151 Officer), under Section 25 of the Local Government Act 2003 at **Section 1** be noted, that the 2024/25 budget proposals be agreed and that the Chief Executive and Senior Management Team (SMT), in consultation with Cabinet Spokespersons, submit, for early consideration, detailed plans that ensure the Council's ongoing financial sustainability in 24/25 and beyond;
  - b) that the revised Medium Term Financial Strategy (MTFS) and Budget Forecast for 24/25 to 26/27 contained at **Section 2** (supported by the suite of background papers in **Sections 2a – 2d**) be noted and that these are monitored as part of the arrangements for the delivery of the MTFS;
  - c) that provision be made of **£34.6M** to cover anticipated demographic and other cost pressures in 24/25:
    - Pay (£8.9M),
    - Children's Social Care (Children in Care / Practice Improvement) (£14.9M),
    - Adult Social Care (Provider Fees / Practice Improvement) (£6.6M),
    - Home to School Transport (£1.4M),
    - Waste Services (£0.6M),
    - Inflation on major contracts e.g. PFI (£1.4M),
    - Funding borrowing costs (£0.6M),
    - Investment in legal services (£1.0M),

- Commercial income budget re-alignment (£0.8M),
- Other minor investment £0.7M,
- Savings on Capital Financing / Investment Income (-£2.3M)

be approved for inclusion in the budget as identified at **Section 2**.

- d) that the increase in the specific Adult Social Care Market Sustainability grant of **£2.5M** received in the 2023 Local Government Finance Settlement (£5.4M in total) be used to contribute to the funding of inflationary pressures in the care sector;
- e) that the increase in the Better Care Fund of **£3.9M** received in the 2023 Local Government Finance Settlement be used to fund inflationary and hospital discharge costs within Adults Social Care;
- f) that the increase in the general social care funding received over the last two years including the Council's share of the additional £1.2bn funding announced in the 2023 final Local Government Finance Settlement be baselined to fund the significant financial pressures relating to Children and Adults Social Care (circ. £30M of General Social Grant now baselined);
- g) note that other core funding has increased by inflation, inline with previous assumptions;
- h) that the proposed Phase 1 service review savings of £8.4M in 24/25 highlighted in **Section 2** and detailed at **Section 4a – 4e** be approved for implementation and that Members also note the further development of the transformation programme to help deliver balanced budget positions over the medium term (25/26 – 26/27);
- i) that the one-off General Services Grant / New Homes Bonus received as part of the 2023 Local Government Settlement be used to temporarily address the 24/25 budget shortfall pending the submission of further budget savings;
- j) that the Chief Executive, in conjunction with the Director of Finance and the Senior Management Team, be tasked with formulating alternate savings plans (over and above the current transformation programme) based on various planning scenarios for Member consideration during 24/25;
- k) that the Council's Reserves Strategy and updated reserves position at **Section 2b** be approved including the setting aside of £23M for additional one-off support to the budget over the planning period (over and above the retention of the £20M Minimum Working Balance);
- l) that the proposed changes to the 24/25 fees and charges policy and accompanying schedule of charges set out at **Section 2d** be approved;
- m) that the cash limited budgets for each Service with overall net expenditure for 24/25 of **£256.6M** as highlighted in **Section 5a** be approved;
- n) that the budgets for all services be considered and the 24/25 – 25/26 budget proposals presented at **Sections 5a – 5c** be approved, subject to Cabinet receiving detailed implementation reports where appropriate;

- o) that the changes to the schools funding formula including the transfer of funding from the schools' block to the high needs block and the proposed 24/25 schools block budget as set out at **Section 5d** be considered and approved;
- p) that the capital investment schemes totalling £45.6M in 24/25 (£20.9M in Housing, £10.4M in Roads, £6.7M Asset Replacement and £7.6M Schools), be included within the capital programme and released subject to receiving further detailed business cases where appropriate **Section 6 Appendix 1**;
- q) note that the above includes £2M provisionally set aside for additional investment in repairing the Borough's highways (principal roads / side streets) and that this will be released subject to receiving a further detailed report on plans for its use;
- r) that the Chief Executive and SMT, in consultation with Cabinet Spokespersons, be required to submit reports into Cabinet, as a matter of urgency, in relation to the detailed General Fund Revenue Budget for 24/25 on any further action required to achieve an appropriately balanced budget in addition to those proposals set out above;
- s) that the Chief Executive and SMT be responsible for managing their respective budgets including ensuring the implementation of all approved saving proposals;
- t) that the Authority's SMT be charged with ensuring that the budget remains in balance and report regularly into Cabinet on budget / savings monitoring including any action required;
- u) that Cabinet and the Director of Finance (Section 151 Officer) be authorised to make any necessary technical adjustments to form the 24/25 budget;
- v) that appropriate consultation on the budget proposals takes place with the Trade Unions and representatives of Non-Domestic Ratepayers and that the views of consultees be considered by Cabinet and the Council.

## 2. Council Tax

**RESOLVED:-** that Council notes the contents of **Section 2a** (24/25 Council Tax options) and that:

- (i) in respect of the Council Tax 2024/25 calculations:
  - (a) that the Council Tax Collection Fund surplus relating to Barnsley M.B.C. of £3.572M be used to reduce the Council Tax Requirement for 2024/25;
  - (b) that the Band D Council Tax for Barnsley M.B.C.'s services be set at £1,790.68 which includes the cumulative special precept earmarked specifically for Adult Social Care of £256.92; and
  - (c) that the Band D Council Tax for Barnsley M.B.C.'s area be set at £2,126.77 including the Police and Fire precepts\* as set out in (ii)(c).
- (ii) that, in respect of the Council Tax 2024/25 declaration:

(a) that it be noted that at its meeting of its Cabinet on the 11<sup>th</sup> January 2024 the Council made the following calculations for the year 2024/25 in accordance with Regulations made under Section 31(B) of the Local Government Finance Act 1992 as amended (the “Act”):-

(1) in accordance with Section 31B (3) of the Local Government Act 1992, as amended, the number of adjusted Band D equivalent properties calculated by the Council as its Council Tax base for the year shall be 66,800.90 (Item T in the formula in Section 31B (1) of the Act);

(2) that the number of adjusted Band D equivalent properties calculated by the Council, as the amounts of its Council Tax base for the year for dwellings in those parts of its area to which one or more special items relate shall be as follows:-

<b>TABLE 1</b>				
<b>Column</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D = C / B</b>
<b>Parish Area</b>	<b>Band D equivalent chargeable properties</b>	<b>95% of Band D equivalent chargeable properties</b>	<b>Precept Issued (after Council Tax Support Grant) (£)</b>	<b>Band D Equivalent Charge (£)</b>
Billingley	94.40	89.68	1,490.00	16.61
Cawthorne	615.00	584.25	24,720.00	42.31
Dunford	252.40	239.78	10,536.00	43.94
Great Houghton	644.31	612.09	29,669.00	48.47
Gunthwaite and Ingbirchworth	311.20	295.64	8,300.00	28.07
High Hoyland	69.20	65.74	-	-
Hunshelf	164.00	155.80	5,208.00	33.43
Langsett	106.20	100.89	3,957.00	39.22
Little Houghton	177.60	168.72	14,014.00	83.06
Oxspring	482.91	458.76	22,930.00	49.98
Penistone	4,504.40	4,279.18	227,995.00	53.28
Shafton	936.31	889.49	40,703.00	45.76
Silkstone	1,207.80	1,147.41	76,154.00	66.37
Stainborough	159.71	151.72	5,067.00	33.40
Tankersley	750.11	712.60	21,998.00	30.87
Thurgoland	802.91	762.76	12,985.00	17.02
Wortley	311.00	295.45	8,646.00	29.26
Barnsley and Other Non-Parish Areas	58,727.31	55,790.94		
<b>Total</b>	<b>70,316.77</b>	<b>66,800.90</b>	<b>514,372.00</b>	

(b) that the following amounts be now calculated by the Council for the year 2024/25 in accordance with Sections 31-36 of the “the Act”:-

(1) £257,154,119 being the net aggregate amount the Council estimates for items set out in Section 31A (2) and 31A (3) of the Act taking into account all Precepts issued to it by Parish Councils;

(2) £133,448,711 being the aggregate of the sums which the Council estimates will be payable for the year into its General Fund in respect of the Business Rate Retention Scheme and other specific grants;

(3) £3,572,000 being the amount which the Council estimates will be transferred in the year from its Collection Fund to its General Fund in accordance with Section 97 (3) of the Local Government Finance Act 1988 (Council Tax Surplus);

- (4) £120,133,408 being the amount by which the amount at (ii)(b) (1) above exceeds the aggregate of amounts at (ii)(b) (2) and (ii)(b) (3) above, calculated by the Council in accordance with Section 31A(4) of the Act as its Council Tax requirement for the year (Item R in the formula in Section 31B (1) of the Act);
- (5) £1,798.38 calculated by the Council as being the amount at (ii)(b) (4) above (Item R in the formula in Section 31B (3)); all divided by the Council Tax base as highlighted in (ii) (a) (1) above (Item T in the formula in Section 31B (1) of the Act);
- (6) £514,372 being the aggregate amount of all special amounts (Parish Precepts) referred to in Section 31A (2) of the Act; as per column C in the table in (ii)(a) (2) above;
- (7) £1,790.68 calculated by the Council as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no special items relate being the amount at (ii)(b) (5) above less the result given by dividing the amount at (ii)(b) (6) above divided by the amount at (ii)(a) (1) (Item T in the formula in Section 31B (1) of the Act) above in accordance with Section 34 (2) of the Act.
- (8) the following amounts calculated by the Council as the basic amounts of its Council Tax for the year for dwellings in those parts of its area to which one or more special items relate:-

<b>TABLE 2</b>	
<b>Section 34(3) Calculation :</b>	
<b>Part of the Council's Area</b>	
<b>Parish of :-</b>	<b>£</b>
Billingley	1,807.29
Cawthorne	1,832.99
Dunford	1,834.62
Great Houghton	1,839.15
Gunthwaite & Ingbirchworth	1,818.75
High Hoyland	1,790.68
Hunshelf	1,824.11
Langsett	1,829.90
Little Houghton	1,873.74
Oxspring	1,840.66
Penistone	1,843.96
Shafton	1,836.44
Silkstone	1,857.05
Stainborough	1,824.08
Tankersley	1,821.55
Thurgoland	1,807.70

Wortley	1,819.94
<b>table represents the Council Tax for Barnsley MBC plus Local Parishes for Band D only</b>	

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

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

**TABLE 3**

Section 36(1) Calculation :

Part of the Council's Area

Valuation Bands

Parish of :-	A-	A	B	C	D	E	F	G	H
	£	£	£	£	£	£	£	£	£
Billingley	1,004.05	1,204.86	1,405.67	1,606.47	1,807.29	2,208.91	2,610.53	3,012.15	3,614.58
Cawthorne	1,018.33	1,222.00	1,425.66	1,629.32	1,832.99	2,240.32	2,647.65	3,054.99	3,665.98
Dunford	1,019.23	1,223.08	1,426.93	1,630.77	1,834.62	2,242.31	2,650.01	3,057.70	3,669.24
Great Houghton	1,021.75	1,226.10	1,430.45	1,634.79	1,839.15	2,247.85	2,656.55	3,065.25	3,678.30
Gunthwaite & Ingbirchworth	1,010.41	1,212.50	1,414.58	1,616.66	1,818.75	2,222.92	2,627.09	3,031.25	3,637.50
High Hoyland	994.82	1,193.79	1,392.75	1,591.71	1,790.68	2,188.61	2,586.54	2,984.47	3,581.36
Hunshelf	1,013.39	1,216.08	1,418.75	1,621.43	1,824.11	2,229.47	2,634.83	3,040.19	3,648.22
Langsett	1,016.61	1,219.94	1,423.25	1,626.57	1,829.90	2,236.55	2,643.19	3,049.84	3,659.80
Little Houghton	1,040.96	1,249.16	1,457.35	1,665.54	1,873.74	2,290.13	2,706.52	3,122.90	3,747.48
Oxspring	1,022.59	1,227.11	1,431.62	1,636.14	1,840.66	2,249.70	2,658.73	3,067.77	3,681.32
Penistone	1,024.42	1,229.31	1,434.19	1,639.07	1,843.96	2,253.73	2,663.50	3,073.27	3,687.92
Shafton	1,020.24	1,224.30	1,428.34	1,632.39	1,836.44	2,244.54	2,652.64	3,060.74	3,672.88
Silkstone	1,031.69	1,238.04	1,444.37	1,650.71	1,857.05	2,269.73	2,682.41	3,095.09	3,714.10
Stainborough	1,013.38	1,216.06	1,418.73	1,621.40	1,824.08	2,229.43	2,634.78	3,040.14	3,648.16
Tankersley	1,011.97	1,214.37	1,416.76	1,619.15	1,821.55	2,226.34	2,631.13	3,035.92	3,643.10
Thurgoland	1,004.28	1,205.14	1,405.99	1,606.84	1,807.70	2,209.41	2,611.12	3,012.84	3,615.40
Wortley	1,011.08	1,213.30	1,415.51	1,617.72	1,819.94	2,224.37	2,628.80	3,033.24	3,639.88
Barnsley and Other Non-Parish Areas	994.82	1,193.79	1,392.75	1,591.71	1,790.68	2,188.61	2,586.54	2,984.47	3,581.36

**This table shows the total Council Tax for Barnsley MBC and local parishes (excluding Police and Fire Precepts). The charge for individual valuation bands is calculated as a proportion of a Band D property, as per Section 5 of the Local Government Finance Act 1992.**

being the amounts given by multiplying the amount at (ii)(b) (8) above by the number which, in the proportion set out in Section 5 of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is



applicable to dwellings listed in valuation Band D in accordance with Section 36 (1) of the Act;

- (c) that it be noted that for the year 2024/25 the under-mentioned precepting Authorities have stated the following draft amounts in precepts issued to the Council in accordance with Section 42A of the Local Government Finance Act 1992, for each of the categories of dwellings shown below:-

	Total Precept	TABLE 4								
		Valuation Bands								
		A-	A	B	C	D	E	F	G	H
<b>Precepting Authority:</b>	£	£	£	£	£	£	£	£	£	£
South Yorkshire Fire Authority*	5,681,417	47.25	56.70	66.15	75.60	85.05	103.95	122.85	141.75	170.1
South Yorkshire Police Authority*	16,769,698	139.47	167.36	195.25	223.15	251.04	306.83	362.61	418.40	502.0

\* subject to confirmation

- (d) that having calculated the aggregate in each case of the amounts at (ii)(b) (9) and (ii)(c) above, the Council in accordance with Section 30 (2) of the Local Government Finance Act 1992, hereby sets the amounts shown below as the amounts of Council Tax for the year 2024/25 for each of the categories of dwellings shown below:-

**Section 30(2) Calculation :**

Part of the Council's Area

**TABLE 5**

Valuation Bands

Parish of :-	A-	A	B	C	D	E	F	G	H
	£	£	£	£	£	£	£	£	£
Billingley	1,190.77	1,428.92	1,667.07	1,905.22	2,143.38	2,619.69	3,095.99	3,572.30	4,286.76
Cawthorne	1,205.05	1,446.06	1,687.06	1,928.07	2,169.08	2,651.10	3,133.11	3,615.14	4,338.16
Dunford	1,205.95	1,447.14	1,688.33	1,929.52	2,170.71	2,653.09	3,135.47	3,617.85	4,341.42
Great Houghton	1,208.47	1,450.16	1,691.85	1,933.54	2,175.24	2,658.63	3,142.01	3,625.40	4,350.48
Gunthwaite & Ingbirchworth	1,197.13	1,436.56	1,675.98	1,915.41	2,154.84	2,633.70	3,112.55	3,591.40	4,309.68
High Hoyland	1,181.54	1,417.85	1,654.15	1,890.46	2,126.77	2,599.39	3,072.00	3,544.62	4,253.54
Hunshelf	1,200.11	1,440.14	1,680.15	1,920.18	2,160.20	2,640.25	3,120.29	3,600.34	4,320.40
Langsett	1,203.33	1,444.00	1,684.65	1,925.32	2,165.99	2,647.33	3,128.65	3,609.99	4,331.98
Little Houghton	1,227.68	1,473.22	1,718.75	1,964.29	2,209.83	2,700.91	3,191.98	3,683.05	4,419.66
Oxspring	1,209.31	1,451.17	1,693.02	1,934.89	2,176.75	2,660.48	3,144.19	3,627.92	4,353.50
Penistone	1,211.14	1,453.37	1,695.59	1,937.82	2,180.05	2,664.51	3,148.96	3,633.42	4,360.10
Shafton	1,206.96	1,448.36	1,689.74	1,931.14	2,172.53	2,655.32	3,138.10	3,620.89	4,345.06
Silkstone	1,218.41	1,462.10	1,705.77	1,949.46	2,193.14	2,680.51	3,167.87	3,655.24	4,386.28
Stainborough	1,200.10	1,440.12	1,680.13	1,920.15	2,160.17	2,640.21	3,120.24	3,600.29	4,320.34
Tankersley	1,198.69	1,438.43	1,678.16	1,917.90	2,157.64	2,637.12	3,116.59	3,596.07	4,315.28
Thurgoland	1,191.00	1,429.20	1,667.39	1,905.59	2,143.79	2,620.19	3,096.58	3,572.99	4,287.58
Wortley	1,197.80	1,437.36	1,676.91	1,916.47	2,156.03	2,635.15	3,114.26	3,593.39	4,312.06
Barnsley and Other Non-Parish Areas	1,181.54	1,417.85	1,654.15	1,890.46	2,126.77	2,599.39	3,072.00	3,544.62	4,253.54

**This table shows the total Council Tax for Barnsley MBC, local parishes and the Police & Fire Precepts**

**The table is the sum of the total Council Tax for Barnsley MBC and local parishes (Table 3) and the precept amounts for the Police and Fire Authorities respectively (Table 4).**

- (e) that the Director of Finance (S151 Officer) be authorised to serve notices, enter into agreements, give receipts, make adjustments, initiate proceedings and take any action available to the Council to collect or enforce the collection of non-domestic rates and the Council Tax from those persons liable in accordance with the Council's agreed policy; and
- (f) that the Director of Finance (S151 Officer) determines in accordance with the principles determined by the Secretary of State and set out in the Referendums Relating to Council Tax Increases (Principles) (England) Report 2024/25, that Barnsley Metropolitan Borough Council's relevant basic amount of Council Tax for the year 2024/25 as defined by Section 41 of the Local Audit and Accountability Act 2014 is not excessive;
- (g) that the Director of Legal and Governance be authorised to publish the Council Tax Notice in accordance with the provisions of Section 38 of the Local Government Finance Act 1992.
- iii) 12 months' notice be given to apply an additional 100% council tax premium (200% in council tax charge) to all properties that are substantially furnished but not someone's, no-one's, sole or main residence (e.g. "second homes") after one year, with this premium becoming effective on 1st April 2025 onwards;
- iv) that the local council tax support scheme reverts back to the scheme approved in 22/23 as highlighted in **Section 2a**, effectively reducing the maximum discount for the lowest income households from 100% to 92.8% off the relevant bill;
- v) that a full review of the current scheme be undertaken during 24/25 including the necessary consultations for any proposed changes with an update being provided to Members later in 2024.

**In favour of the motion, present at the time of voting**

Councillors Barnard, Bellamy, Booker, Bowler, Bowser, Burnett, Cain, A Cave, T Cave, Cherryholme, Clarke, Coates, Dyson, Eastwood, Ennis OBE, Franklin, Frost, Green, Hayward, Higginbottom, Sir Steve Houghton CBE, Howard, Leech, Lofts, Makinson, Markham, McCarthy, Moore, Morrell, Moyes, Murray, Newing, O'Donoghue, Osborne, Peace, Richardson, Sheard, Shepherd, Smith, Stowe, Tattersall, Webster, Wilson, and N Wright.

**Against the motion, present at the time of voting**

Councillors Fielding, Greenhough, Hunt, Kitching, Lodge, Lowe-Flello, A Wray, C Wray and P Wright.

**Abstentions**

There were no abstentions.

**3. Treasury Management Strategy & Policy Statement 2024/25**

Moved by Councillor Frost – Seconded by Councillor Bowser; and

**RESOLVED:-**

That Council approve the 24/25 Treasury Management Strategy and Policy Statement (included in the main papers at **Section 2c**) and specifically;

- a) approve the 24/25 Treasury Management Policy Statement (**Section 2c Appendix A**)
- b) approve the 24/25 Minimum Revenue Provision (MRP) Statement (**Section 2c Appendix B**);
- c) approve the 24/25 Borrowing Strategy at **Section 2c** including the full suite of Prudential and Treasury Indicators (**Section 2c Appendix C**)
- d) approve the 24/25 Annual Investment Strategy at **Section 2c**.

**207. Appointment of Interim Monitoring Officer**

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

**RESOLVED** that, in accordance with Section 5 of the Local Government and Housing Act 1989, Kate Charlton be appointed the Council’s Interim Monitoring Officer with effect from 1 April 2024, for a period until the role is recruited to on a permanent basis.

**208. Date and Time of Annual Council 2024**

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

**RESOLVED** that the Annual Council Meeting 2024 be held on 17 May 2024 at 11.00am.

.....  
Chair

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**2BARNSELEY METROPOLITAN BOROUGH COUNCIL**

**REPORT OF: EXECUTIVE DIRECTOR GROWTH AND SUSTAINABILITY**

**TITLE: Adoption of updated Biodiversity and Geodiversity  
Supplementary Planning Document (SPD)**

<b>REPORT TO:</b>	<b>CABINET</b>
<b>Date of Meeting</b>	<b>21 February 2024</b>
<b>Cabinet Member Portfolio</b>	<b>Regeneration and Culture</b>
<b>Key Decision</b>	<b>Yes</b>
<b>Public or Private</b>	<b>Public</b>

**Purpose of report**

This report seeks authority to adopt an updated version of the Biodiversity and Geodiversity Supplementary Planning Document (SPD).

**Council Plan priority**

Sustainable Barnsley

**Recommendations**

That Cabinet:-

- 1. Refers the report to Full Council for approval to adopt the updated Biodiversity and Geodiversity SPD.**

**1. INTRODUCTION**

1.1 The Local Plan, adopted on 3<sup>rd</sup> January 2019, contains policies to be considered when determining planning applications. Supplementary Planning Documents contain further advice and explain how Local Plan policies will be applied.

1.2 The Planning & Building Control Service monitors the effectiveness of our policies and guidance on an ongoing basis. In respect of Supplementary Planning Documents, this is to satisfy ourselves that:

- They remain in conformity with national legislation, planning policy and guidance

- They are helping to ensure that the Local Plan achieves its overall aims and objectives
- They are enabling decisions to be upheld at appeal
- They reflect any new social, environmental or economic priorities that may have arisen

1.3 Supplementary Planning Documents build upon and provide more detailed advice or guidance on policies in an adopted local plan. As they do not form part of the development plan, they cannot introduce new planning policies into the development plan. They are, however, a material consideration in decision-making. They should not add unnecessarily to the financial burdens on development.

1.4 As they do not form part of the Development Plan, Supplementary Planning Documents can be more readily updated but in doing so, the comments received have been fully considered to ensure that the amendments conform with national planning policy and guidance and that the content supplements existing policies in the plan (rather than replacing them or going beyond their remit) and that the amendments will not result in unnecessary financial burdens.

1.5 A number of Supplementary Planning Documents were adopted following the adoption of the Local Plan, including the Biodiversity and Geodiversity SPD. Amendments are proposed to update it.

1.6 Public consultation took place on the updated Biodiversity and Geodiversity SPD for a period of four weeks between Monday 3 July and Tuesday 8 August 2023. A total of 83 comments were received from # respondents.

## **2. PROPOSAL**

2.1 It is proposed that the updated version of the Biodiversity and Geodiversity SPD is adopted. Once adopted, it will supersede the version adopted in 2019.

2.2 Appendix 1 contains a summary of the comments made during consultation and how those comments have been taken into account. Appendix 2 contains the updated Biodiversity and Geodiversity SPD. Changes that were proposed from the adopted version are in red and underlined or struck through. The changes proposed following consideration of consultation responses are shown as struck through, or red underlined text, and highlighted yellow. Section 4 below summarises the key changes made following consultation.

## **3 IMPLICATIONS OF THE DECISION**

### **3.1 Financial and Risk**

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

There are no direct financial implications arising from this report other than minimal costs associated with the adoption process which involves placing a public notice in the press. These minimal costs will be met from the existing planning budget. No Appendix A is therefore required.

### **3.2 Legal**

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

### **3.3 Equality**

Full Equality Impact Assessment completed.

This complements the Equality Impact Assessment that was carried out to support the Local Plan which concluded that all policies and proposals apply to all sectors of the community equally and that it makes provision for a range of housing types to meet differing needs such as affordable housing. A further assessment was carried out when the suite of SPD's was adopted in 2019. This recognised that the key impacts were around providing translation and interpretation assistance to those individuals that require it to help them understand the SPD's. An action for future consultation was to arrange targeted consultation such as face to face meetings with the equality forums as appropriate, relevant to the subject of the SPD, to ensure our engagement is inclusive. Where appropriate, reasonable adjustments will be considered at venues where documents are made available to ensure accessibility requirements for all attendees are met. A presentation to the Youth Council was given during the consultation period. The Equality Impact Assessment is attached as appendix 3.

### **3.4 Sustainability**

The sustainability wheel shows the Biodiversity and Geodiversity SPD will have a high positive impact on biodiversity and a positive impact on prevention and adaptation, emissions and land use/ change.

## Sustainable Decision Wheel

Once you have filled out the values in the guidance sheets, press "run" below to fill out the wheel



### 3.5 Employee

There are no employee implications arising from this report.

### 3.6 Communications

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

## 4. CONSULTATION

4.1 Public consultation took place on the updated Biodiversity and Geodiversity SPD for a period of four weeks between Monday 3 July and Tuesday 8 August 2023. A total of 83 comments were received from 20 respondents. Consultation was carried out in accordance with the Town and Country Planning (Local Planning) regulations, 2012. Stakeholders such as developers and agents that regularly operate in Barnsley, together with other people that have expressed an interest in being consulted on our planning documents were notified. The consultation was also generally publicised by a public notice in the Chronicle and in the Council's social media. The consultation document was also made available in Library@the Lightbox and all branch libraries and a flyer publicised on screens where possible. A presentation was given to the Youth Council. Issues raised by the Youth Council are summarised in appendix 1.

4.2 Some changes have been made as a result of comments. The changes proposed following consultation are shown in appendix 2 as red, underlined and highlighted yellow. The main changes relate to clarity and updated information.



**5. ALTERNATIVE OPTIONS CONSIDERED**

5.1 One alternative approach would be not to update the SPD's. The proposed changes provide useful updates and clarification. Therefore, adoption of the amended version is recommended.

**6. REASONS FOR RECOMMENDATIONS**

6.1 The proposed updated SPD contains helpful information and amendments that will provide clarity for service users.

**7. GLOSSARY**

SPD Supplementary Planning Document

**8. LIST OF APPENDICES**

Appendix 1: Summary of consultation responses  
Appendix 2: Biodiversity and Geodiversity SPD Adoption version  
Appendix 3: Equalities Impact Assessment

**9. BACKGROUND PAPERS**

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

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

**10. REPORT SIGN OFF**

<b>Financial consultation &amp; sign off</b>	Senior Financial Services officer consulted and date  Ashley Gray Strategic Finance Business Partner – 13/12/23
<b>Legal consultation &amp; sign off</b>	Legal Services officer consulted and date  Bob Power 12/12/23

**Report Author: Paula Tweed**  
**Post: Planning Policy Group Leader**  
**Date: 12<sup>th</sup> December 2023**

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## Introduction

Public consultation took place on the updated Design of Housing Supplementary Planning Document for a period of four weeks between Monday 3<sup>rd</sup> July 2023 to Tuesday 8<sup>th</sup> August 2023. A total of 83 comments were received from 20 respondents.

## Who we consulted

- Duty to Cooperate Bodies
- Bodies and organisations with a topic specific interest
- Developers and Agents active in the Borough
- Housing Associations active in the Borough
- Parish Councils
- Equality Forums

## How we consulted

- Emails or letters sent to the above consultees
- Press advert in the Barnsley Chronicle
- Press Releases (including use of the Council's social media) and press coverage through the course of the consultation period.
- Documents were made available on the Council's website
- Documents were made available at Library@the Lightbox and Branch Libraries across the Borough (online and paper form)

## Response to Consultation

The tables below set out the main issues raised during consultation. They summarise the main points and any key changes made to the documents as a result of comments received.

### General/ overarching comments

MAIN ISSUES RAISED	HOW THE ISSUES HAVE BEEN ADDRESSED
No comments (3 organisations)	Noted
Encouraged to see that geodiversity has been included wherever possible and that it accurately reflects concerns for the care of geological and geomorphological sites in the Borough.	Noted
SPD quite long which may deter people from reading it	Noted
Question regarding whether ecological surveys have ever been done at Locke Park. There seems to be quite a lot of natural wetland areas within in when specific pond for it all to run into.	Noted
A good document	Noted
Praise for the approach used to update the SPD both in terms of the changing legislative and policy environment and in making explicit just what is required in planning applications and indeed delivery on the ground	Noted

<b>BIODIVERSITY AND GEODIVERSITY SPD</b>	
<b>Key changes made as a result of comments:</b> Reference to 10% Biodiversity Net Gain; general updates for clarity	
<b>MAIN ISSUES RAISED</b>	<b>HOW THE ISSUES HAVE BEEN ADDRESSED</b>
4.1 Queries the term 'biological geodiversity' (4 comments)	Noted, changed within SPD to " <u>biological geodiversity</u> "
Paragraph 6.15 reference to the West Yorks LGAP as an example, in the absence of one for Barnsley, and have partially deleted reference to an LGAP for Rotherham being in preparation. The LGAP for Rotherham is in preparation, but may still be a long way off.	Noted
G11 bullet point 5. Suggests addition of "geodiversity" to biodiversity (although accepts that the section is mainly about green matters) (2 comments)	Comments relate to Local Plan policy G11, this cannot be changed through SPD.
Green roofs/living walls. The requirement for all flat/<25degree pitch roofs above 25m2 seems to be low threshold, 25m2 is not a particularly large roof area, less than most residential garages. The tables say that living walls should be considered as a possible option to mitigate visual impact. If a living wall was considered but rejected, in what circumstances would BMBC request or condition a living wall? Living walls can be costly to install and maintain and plants within the wall may fail or die back.	Text should be consistent with adopted Sustainable Construction SPD.  The SPD states that they "should" be considered, not that they "must" be. The request for a living roof/wall would be assessed on a case by case basis.
Table 1 – Outlines green roofs as a measure to contribute achievement of 10% BNG which is welcomed; however, it is highlighted that only roofs for which the continued management and monitoring can be secured for a minimum of 30 years (for example those not under private residential ownership) can contribute to achievement of a Biodiversity Net Gain.	Noted
Table 1 Minimum Requirement Green Roofs/Living Walls  All new roofs of more than 25m2, which are flat or have a pitch of less than 25 degrees, should be a suitable type and design of living roof, unless conflicting with the rooftop provision of solar panels.	

SPDs should not add unnecessarily to the financial burdens of development. Considers as currently written, the requirement to have a suitable type/design of living roof on new roofs more than 25m<sup>2</sup> with a pitch of less than 25 degrees, or a living wall, would impact developments in terms of:

Living walls should be considered as a possible option on buildings, though especially if needed to help mitigate visual impact on otherwise unacceptably blank and/or architecturally unrelieved façades.

- Guarantees: The perceived risk of premature corrosion caused by the excessively damp environment beneath the green roof means that no guarantee would be given on standard roof specifications. This, in turn, impacts upon how the building can be funded, marketed, and occupied. Bespoke systems would add to the cost of building.

- Weight: Additional loading requirement on foundations/frame (with associated additional carbon requirements because of additional materials). The steel frame may need to be significantly upgraded to cater for the additional loading of the green roof, which can be in excess of +100kg/m<sup>2</sup> (1kN/m<sup>2</sup>) when fully saturated.

- Embodied Carbon: any additional upgrades to the steel frame (reduced purlin spans, increased purlin gauge etc) to cater for the additional weight of the green roof system can greatly increase the embodied carbon content of the project.

- Fire: The addition of the green roof system will need constant maintenance and if left to dry out can become a serious fire risk. As such, there would be a requirement to install an additional irrigation system on the roof, or at least provide provision for water at roof level. In addition to this, the green roof system will negate all current fire certification for the

<p>River-Therm® roof system (LPS 1181 etc).</p> <ul style="list-style-type: none"> <li>- Maintenance: Irrigation systems can be costly and add even more weight to the roof structure. The sedum matting will also require regular maintenance and green roofs can be prone to additional (unplanned) foliage contamination from birds / wind, which can take root within the sedum matting and impact on the integrity of the roofing system over time.</li> <li>- Traversing the roof: Extensive green roof systems are not generally intended for access and as such, dedicated walkways across the green roof may need to be installed. This would increase weight and cost.</li> <li>- Limited roof space: Green roof systems can limit usable space for PV/Rooflights</li> </ul> <p>This is not something that was considered as part of the examination of the Local Plan, or taken into account as part of the viability testing and therefore the SPD should confirm that this requirement is an option to achieve the 10% Net Gain rather than a requirement beyond this:</p> <p>“As an option to provide 10% BNG, aAll new roofs of more than 25m2, which are flat or have a pitch of less than 25 degrees, cshould be investigated for the potential to provide a suitable type and design of living roof, unless conflicting with the rooftop provision of solar panels and roof lights.</p> <p>Living walls cshould be considered as a possible option on buildings, though especially if needed to help mitigate visual impact on otherwise unacceptably blank and/or architecturally unrelieved façades.”</p>	
<p>7.7 (Table 1. Minimum Mitigation Requirements)</p> <p>Section 7 sets out that a minimum 10% Net Gain should be provided within</p>	<p>It will be a statutory requirement for the majority of developments to provide a minimum 10% net gain in</p>

<p>developments. Landscaping will play a large part in this. Table 1 then sets out the minimum mitigation requirements for developments in Barnsley.</p> <p>What is not clear from the SPD is whether this provides a series of options to provide the 10% Net Gain, or if all are requirements that must be followed. If it is the latter then the SPD would place a series of specific requirements on schemes which is beyond the scope of the Local Plan/Environment Act, which requires a 10% Net Gain, but gives flexibility as to how this can be achieved. Considers the SPD should reflect this flexibility to provide the Net Gain on-site. Not all requirements (i.e. green roofs) may be required to meet this figure. Suggests paragraph 7.7 is amended to read:</p> <p>“7.7 The below mitigation requirements within Table 1 below should be taken into account in seeking to achieve the 10% BNG. Details regarding the minimum mitigation requirements for developments in Barnsley are detailed in Table 1 below.”</p> <p>Alternatively suggest splitting out Table 1 to show what requirements are required in addition to the 10% Net Gain, and which are options that could be utilised.</p> <p>Considers many of these minimum requirements in table 1 have no basis in their ‘parent’ policies. The NPPG is clear that SPDs should not provide new policies.</p>	<p>biodiversity. The name of the table has been changed to “<b>mitigation requirements</b>”.</p> <p>The size and type of the development would dictate which elements of the mitigation measures should be implemented. This is applicable for the following comments.</p>
<p>Considers the numbers of bat/bird boxes seem to be disproportionate when considering a large commercial development, for example a warehouse. Gives example calculations to illustrate point. The requirements for bat/bird boxes do not take into account the proportionality of the existing local bat/bird populations and may also lead to being used preferentially by species more likely to use boxes at the detriment to those species that do not (e.g. blue tits). Integrating bat/bird boxes into commercial structures can be problematic as proprietary bat/bird box products</p>	<p>Greater Cambridge Shared Planning SPD adopted in February 2022 includes the provision of a minimum of 10 boxes for the first 1000 sqm footprint and one additional box for every 100 sqm for suitable commercial developments. However, it is appreciated that a development of 50,000 sqm would result in a total of 500</p>



<p>are mostly made for inclusion within brickwork. Queries how they should be integrated into different types of development.</p>	<p>boxes and this may be disproportionate to the level of impact from the development. As such, the SPD has been updated to reflect this with developers to provide additional boxes per 1000sqm. Developers should include the provision of nesting/roosting boxes proportionate to the level of habitat loss and the final number can be agreed with the council's planning ecologist, where there is uncertainty. Where nesting/roosting boxes cannot be fitted to buildings, for example single skinned buildings, provision should be made on/adjacent to the development site to ensure the provision of nesting/roosting habitat within the area.</p> <p>The most recent state of nature report (2023) indicates that the abundance indicator for common breeding birds declined by 14% and the UK Wild Bird Indicator shows that within this group, farmland birds have suffered particularly strong declines of on average 58%. Therefore, it is imperative that we do our utmost to provide adequate mitigation for breeding birds within the borough through the planning process, be this through the provision of nesting boxes and the creation of high value nesting and foraging habitat.</p>
<p>Bat and Bird Boxes - 100% of all new dwellings to include integrated bat and bird boxes. In respect of birds, swift boxes are advised as these are also used by other common nesting species. On constrained sites, practical consideration should be given to prioritising boxes within optimum areas of the site.</p> <p>Hybrid/Commercial/public service infrastructure/householder/permitted development applications etc...will include integrated bat and bird boxes in keeping with the scale of</p> <ol style="list-style-type: none"> <li>1. The requirement for a specific minimum amount of bid/bat boxes will create a situation where a vastly disproportionate number of boxes are required compared to the size of the Site for large scale developments. For example, for a 78,000sqm building 780 boxes would be required. Therefore the SPD should be amended to provide flexibility and a proportionate approach.</li> <li>2. The provision of integral boxes on commercial developments can be problematic in terms of building envelope/modern construction methods.</li> </ol> <p>Considers the wording should be amended to remove the requirement for these to be integrated, or clarification should be provided that externally affixed boxes are suitable.</p> <ol style="list-style-type: none"> <li>3. The wording should clarify what is meant by commercial, and if this includes strategic-scale industrial development.</li> </ol>	

<p>4 CPV (May 2019), Local Plan Viability Testing – Update</p> <p>development, i.e. minimum of 10 boxes for the first 1000 sqm footprint and one additional box for every 100 sqm.</p> <p>Proposes the following amendments:</p> <p>“100% of all new dwellings to include integrated bat and bird boxes. In respect of birds, swift boxes are advised as these are also used by other common nesting species. On constrained sites, practical consideration should be given to prioritising boxes within optimum areas of the site.</p> <p>Hybrid/(non-strategic) Commercial/public service infrastructure/householder/permitted development applications etc...will include integrated bat and bird boxes in keeping with the scale of development, i.e. minimum of 10 boxes for the first 1000 sqm footprint and one additional box for every 100 sqm, capped at a reasonable level.”</p>	
<p>Suggests that the benefits of bee bricks is not yet fully proven, therefore prescribing them in all dwellings may be premature as some research suggests they can lead to the spread of mites, disease, and encourage non-native species, or encourage certain species at the detriment of others. While other research suggests bee bricks can be beneficial</p>	<p>Noted, based on evidence provided this requirement has been removed from the SPD. However, once more detailed research has been provided and concludes that they are beneficial they will be a requirement within residential dwellings. As an alternative invertebrate mitigation such as boxes on trees, bee banks and brash pile should be included within development proposals. SPD updated to state the following  <u><b>Invertebrate boxes to be installed on suitable trees within development sites, alongside the provision of bee banks and brash piles.</b></u></p>
<p>Section 4 and appendix c Would like to see a reference to allotments and suggests they are protected from development.</p>	<p>Allotments are one of the categories of Green Space in our Green Space strategy. They are protected by Local Plan policy GS1.</p>

<p>Generally welcomes SPD and particularly pleased to see the following:</p> <ul style="list-style-type: none"> <li>• The inclusion of a requirement for integrated bat boxes in 100 % of new dwellings</li> <li>• The requirement for a 20 m buffer either side of new watercourses</li> <li>• The promise of a new Criteria When Protected Species Surveys Are Required (Appendix E) – although not yet been produced</li> </ul>	<p>Noted. Information relating to the timing of protected species surveys is located with the updated local validation checklist, and as such will not be located within the SPD.</p>
<p>6. Biodiversity Net Gain • Good that it makes clear that BNG does not replace the mitigation hierarchy (6.2) and the consideration needed for protected species (7.8).</p>	<p>Noted</p>
<p>In Section 6.6 the initialism LNRS is given before being written out in full.</p>	<p>LNRS is written in full in paragraph 2.3</p>
<p>In relation to Section 6.7, apparently it is now known that the responsibility for the LNRS in South Yorkshire will fall to the SYMCA, although it is considered that the role of BMBC in relation to the SYMCA should be noted</p>	<p>Noted, and amended to <b><u>SYMCA were officially appointed as the responsible authority for the LNRS in July 2023. Barnsley Council, alongside City of Doncaster Council, Sheffield City Council, Rotherham Metropolitan Borough Council, Peak District National Park Authority and Natural England were listed as supporting authorities.</u></b></p>
<p>In Section 6.13 it is considered there should be a link provided to Barnsley BAP.</p>	<p>Noted and added. <a href="http://www.barnsleybiodiversity.org.uk/introduction.html">http://www.barnsleybiodiversity.org.uk/introduction.html</a></p>
<p>Section 7.1 - It is considered the word 'minimum' should be added into the sentence 'a requirement of a minimum of 10% BNG is required'</p>	<p>Noted and added in <b><u>minimum.</u></b></p>
<p>Section 7.3 – noted that in most cases front and rear gardens will be created, rather than retained.</p>	<p>Noted and changed to <b><u>creation.</u></b></p>
<p>Suggests a reference to the Council's qualified ecologists in 8.2/8.3.</p>	<p>Noted and added in the following... <b><u>with the council's Planning Ecologists</u></b></p>
<p>8.15 suggests noting that this SPD will need to be reviewed when Govt finally publish all the BNG secondary legislation and guidance.</p>	<p>Noted. Added in the following.. <b><u>When the secondary legislation and guidance for BNG is made available, this SPD will be updated accordingly.</u></b></p>
<p>9. Further information suggests commentary text added to say what the links are</p>	<p>Noted and added information on the links.</p>
<p>Appendix A – the Dearne Valley NIA is still included but all the associated text (pgs 19-21) has been deleted.</p>	<p>Noted</p>

<p>Considered that Appendix C did include some helpful stuff which it is a shame to lose.</p>	<p>This appendix was considered to be lengthy and has been, where possible included within the main body of the SPD.</p>
<p>Appendix D/B (Page 46). This should refer in the title to the NPPF 2021 (text set out looks to be from the 2021 version though). It would be useful if this Appendix could be broadened to encompass the circular 06/2005 (which as far as I know is still extant as the 2021 NPPF still references it) and in particular paragraphs 98 and 99 and their relevance for protected species in a development context. •</p>	<p>New NPPF published December 2023, all references to be updated to reflect latest version. Reference is made to the NPPF which encompasses the Government Circular.</p>
<p>A number of new appendices (C: Additional details on Policy GI1, D: Ecological Survey Calendar and E: criteria where protected species surveys are required) are referred to that have not been included in the document. Has a particular interest in Appendix E, as there is a feeling the current requirements from BMBC for bat surveys in association with development are far too limited.</p>	<p>Removed the relevant Appendix titles.</p> <p>Additional text added to SPD <b><u>Details regarding the types of survey required and when to undertake them can be found within the Local Validation Checklist</u></b> <b><u><a href="https://www.barnsley.gov.uk/media/26092/local-validation-requirements-20230519.pdf">https://www.barnsley.gov.uk/media/26092/local-validation-requirements-20230519.pdf</a></u></b></p>
<p>Regarding s4.5: suggests checking date of Dearne Valley Wetlands SSSI designation. Content with the proposed removal of appendices A, B and C. Considers proposed new Appendix D is sparse, it is at least more up to date and relevant now. Generally satisfied with the approach and proposals of the SPD update.</p>	<p>Comments noted.</p> <p>Natural England confirmed Dearne Valley Wetlands SSSI under section 28 of the Wildlife and Countryside Act 1981 on 4 February 2022.</p>
<p>Welcomes the scope of the SPD to provide additional detail particularly in respect to achieving a 10% biodiversity net gain by development in Barnsley and the information required to accompany planning applications.</p>	<p>Noted</p>
<p>6.3 – Should consistently refer to the latest version of Defra’s Biodiversity Metric.</p>	<p>Where the metric is referred to within the SPD <b><u>statutory</u></b> has now been added to ensure the most recent, and statutory version of the metric will be used.</p>
<p>6.4 – Welcomes that development exempt from biodiversity net gain will still be required to provide biodiversity enhancements to meet planning policy BIO1.</p>	<p>We cannot ask for greater than 10% BNG on relevant</p>

<p>Highlights that sites which have a very low or nil biodiversity value as measured by the metric may need to provide a greater increase in biodiversity than 10% and recommend that a clear local approach for these sites, which are not exempt from BNG, which currently possess a negligible biodiversity is outlined. This could include setting a small target improvement utilising the metric via features such as rain gardens, natural SuDS, green roofs or native soft planting around the site or a specific biodiversity unit increase rather than a percentage gain (which can be difficult to quantify in these circumstances).</p>	<p>applications.</p> <p>Added in additional information on what would be required when the baseline value is zero.</p> <p><b><u>Where the baseline value of a site is zero the site is legally exempt from mandatory BNG. In this instance mitigation delivered as part of development proposals should be agreed with the council's planning ecologists and will be determined on a site-by-site basis. However, we would expect to see, as a minimum, features such as rain gardens, SuDs and other wildlife friendly features that will maximise the biodiversity value of a site.</u></b></p>
<p>6.6 – Reference that applicant must have regard to LNRS when delivering off-site biodiversity net gain is welcomed, it is noted that there is no specific guidance on how the strategic significance value in the Biodiversity Metric should be applied. The Biodiversity Metric applies a higher biodiversity unit score to habitats identified of strategic importance to that local area, further information relating to strategic significance can be found in the Biodiversity Metric 4.0 User Guide Paragraphs 5.16-5.24. Development should be encouraged to target habitat enhancement where it will have the greatest local benefit and avoid impacts where they will be particularly detrimental to local biodiversity, therefore clear guidance should be provided on the relevant local priorities which should be considered for example; future Local Nature Recovery Strategies (as already mentioned), Habitats of Principal Importance, local ecological networks, National Character Area priorities, River Basin Management Plans and Catchment Plans.</p>	<p>Current strategic areas in Barnsley comprises the Dearne Valley Green Heart NIA; when further guidance is published and there is a South Yorkshire LNRS more detail can be provided within an updated version of the SPD, on which sites are located within areas of strategic significance. The metric user guide defines strategic significance and provides guidance on which significance value to apply to a development site.</p>
<p>6.7 – The Responsible Authorities for the preparation of the Local Nature Recovery Strategies (LNRS) have now been announced with South Yorkshire Mayoral Combined Authority the Responsible Authority for South Yorkshire, including Barnsley.</p>	<p>Noted</p>
<p>7.6 – It is welcomed that the SPD encourages landscape features appropriate with the local context, would also welcome future local design codes or guidance for different areas/specific sites (the Dearne Valley Green Heart for example), which</p>	<p>Comment noted, will consider as part of future work on Design Codes.</p>

<p>set out further detail on implementing biodiversity net gain and wider Green Infrastructure. Linkage to the Green Infrastructure Planning and Design Guide, which would be specifically relevant from Paragraph 6.16, and then 6.2 Biodiversity Net Gain and Green Infrastructure Standards, is encouraged.</p>	
<p>8.15 – Refers to a habitat management and monitoring plan (HMMP) being legally secured for biodiversity gain sites which is welcomed however, it will also be a requirement for significant on-site gains to be managed and maintained for a minimum of 30 years and this will need to be secured via a planning condition, planning obligation or conservation covenant. Clarity regarding the requirement for HMMPs both on and off-site would be beneficial. In addition, as set out in Government’s response to the 2022 BNG consultation, the expectation is that suitable arrangements for ongoing management should be made for all proposed gains, including those deemed ‘not significant’, as is normal practice.</p>	<p>Noted and amended. A Habitat Management and Monitoring Plan (<u>HMMP</u>) will be secured by a legal agreement/<b>planning condition</b> to secure <b>on/offsite gains</b> <del>the gain site</del> and will need to be approved prior to commencement of development works. Information required within the <u>HMMP</u> will include;</p>
<p>Appendix B – Refers to the National Planning Policy Framework 2018, but should refer to the fact the National Planning Policy Framework was revised on 20 July 2021.</p>	<p>Noted and amended to latest version of NPPF December 2023 release.</p>
<p>Welcomes the references to green infrastructure and the framework. Natural England’s Green Infrastructure Framework can be used to develop GI policy and we recommend that plans refer to the 15 GI principles which set out the why, what and how to do good GI. The principles in conjunction with the Green Infrastructure Mapping Database - Beta Version 1.1 can be used to assist in planning GI strategically and inform policy.</p>	<p>Noted</p>
<p>(2.1) Welcomes emphasis in 2.1 for biodiversity enhancements to be seen as a way of adding value to developments and providing broader benefits for people as well as wildlife.</p>	<p>Noted</p>
<p>(3.1) 3.1 supports that it is restated that the conservation of biodiversity is imperative and given clear reasons for this in terms of habitat loss and species decline.</p>	<p>Noted</p>
<p>(4.1) The word biodiversity, is coined from biological diversity.</p>	<p>Noted</p>

<p>(4.3) Although noting the change in the wording to emphasise ‘protected and notable species, many of which are rare or threatened’, many common species such as the House Sparrow and Starling have declined in numbers and are priority species — and would have been included in the previous wording. It is perhaps not clear that these too are notable species in the use made of the term here. A glossary of terms would be beneficial.</p>	<p>We would consider species such as house sparrow and starling to be notable species as they are Section 41 Species of Principal Importance (NERC Act, 2006). The following footnote has been added to denote this.</p> <p><b><u>Priority Species are those included within the list prepared under Section 41 of the Natural Environment and Rural Communities Act, Schedule; those relevant species included within the Wildlife and Countryside Act 1981 and all European Protected Species.</u></b></p>
<p>(4.4) It would be useful if paragraph 4.4 made clear the numbers of sites entirely or almost entirely in Barnsley and where information on the specific type of sites can be found online.</p>	<p>The SPD noted that all, or part of eight LNR’s are located within Barnsley. We felt this the most succinct way to summarise this. Paragraph 4.4. contains links to where the sites can be found on MAGIC and the local plan.</p>
<p>(6) Welcomes the helpful new section on Biodiversity Net Gain</p>	<p>Noted</p>
<p>(6.2) Pleased that paragraph 6.2 includes both the statements:</p> <ul style="list-style-type: none"> <li>• [BNG] does not replace or undermine the mitigation hierarchy for the consideration for the conservation of biodiversity within a development.</li> <li>• Where there are no anticipated impacts, developments should still secure a minimum 10% BNG.</li> </ul>	<p>Noted</p>
<p>(6.4) It would be helpful if paragraph 6.4 gave the main examples of development that are exempt from mandatory net gain. Is this paragraph meant to cover the situations where the baseline biodiversity value is negligible (zero), and a 10% net gain cannot be calculated? If so, this might be made more explicit and advice given as to Council expectations.</p>	<p>Noted and information provided on those sites exempt from BNG. Added in additional information on what would be required when the baseline value is zero.</p>
<p>(6.5) Pleased that changes in legislation allow the statement about ensuring that biodiversity net gain is assessed on the baseline biodiversity value immediately prior to any destruction or degradation of habitats that have taken place.</p>	<p>Noted</p>
<p>(6.6) Welcomes the principle of ‘local first’ in 6.6, namely that BNG should be provided on-site or nearby in the first instance, creating functional habitats that increase connectivity for wildlife.</p>	<p>Noted</p>

Local Nature Recovery Strategy (6.7) Following recent announcements this section will need to be updated.	Noted and amended – refer to comment No. 13.
Nature Improvement Area (6.10) Although the NIA is still important, supports the slimmed down statement. Good practice should apply throughout Barnsley and there are areas outside the specific NIA where opportunities for nature recovery exist.	Noted
Nature Based Solutions (6.22) Whilst the section on Nature Based Solutions is a useful addition, there may be developments where this is not possible. Should this be a requirement or an expectation where possible/appropriate. It would be useful if some examples could be given including onsite issues that nature can provide the solution to.	Nature based solutions will be dealt with on a site-by-site basis.
7. Integrating Biodiversity into Developments in Barnsley This is a very useful section.	Noted
(7.3) appears to add a further element to the mitigation hierarchy: <i>avoid, mitigate, compensate, offset</i> . Elsewhere in the document <i>management</i> is added to the mitigation hierarchy. Clearly achieving BNG is also a step to be taken once the actions to achieve the requirements of the mitigation hierarchy are completed. Management should be a requirement for mitigation and compensation as well as BNG. Offset or off-site compensation or for BNG is discussed elsewhere and does not fit with the other content of 7.3 (-7.7).	Noted
(7.7) Table of minimum mitigation requirements Supports the principle of having robust and ambitious requirements in this table which seems to reflect not just mitigation but also possible compensation and net gain actions.	Noted
(7.8) Supports the statement BNG does not alter the protection afforded to protected/notable species and habitats The use of the term notable needs clarification either in this paragraph or in a glossary. Similarly, it would be useful to explain further what is meant by the key ecological features of the site and the fact that BNG does not substitute for attention being paid to the functions of the key ecological features.	Footnote added to define what is considered notable. The key ecological features of a site are determined on a site-by-site basis. For example a site may comprise a variety of habitats and species (woodland, GCN, bats etc..) and those features may all be classed as a key ecological feature. However, a smaller, more urban site may have a small areas of individual young trees adjacent to modified grassland; within the context of that site the



	key features would comprise the scattered young trees, however, on a larger more complex site this may not be the case.
<p>8. Information Required to Support an Application</p> <p>(8.1) It would be useful to give a stronger statement in 8.1 on the applications that would not be supported (in line with the NPPF). For example:</p> <ul style="list-style-type: none"> <li>• where loss or deterioration of irreplaceable habitats (such as ancient woodland or veteran trees) would result from development</li> <li>• development on land within or outside a SSSI and which is likely to have an adverse effect on it Local Wildlife Sites</li> <li>• if significant harm to biodiversity resulting from a development cannot be avoided, adequately mitigated, or, as a last resort, compensated for</li> </ul>	This is covered under paragraph 180 within the NPPF.
(8.5) It would be useful if information on the locations of specific type of sites can be found online. In addition it would be very useful for developers and their consultants for a map to be produced for the BMBC website, which can be updated, showing both statutory and locally designated sites, and distinguishing between the different types. The Local Plan map does not do this.	Noted
It would be useful to cover the implications of potential impacts on a locally designated site such as a Local Wildlife Site and how this should be assessed and dealt with.	This is covered within policy BIO1 in that development which may harm a biodiversity or geological feature or habitat, including ancient woodland and aged or veteran trees found outside ancient woodland, will not be permitted unless effective mitigation and/or compensatory measures can be ensured
(8.14) Queries whether Local Validation Requirements need further updating in relation to this SPD and BNG.	The local validation requirements have been updated and undergone public consultation and link added to SPD.
(8.15) Supports the requirement for reports in years one, three, five, ten and every five year thereafter.	Noted
(8.23 to 8.34) Supports the deletion under the heading Nature Improvement Area, of paragraphs 8.23 to 8.34, and the associated appendices. The content is dealt with adequately elsewhere and the good practice identified should apply across the borough and not just in the NIA.	Noted

(9) The further Information links would be helped by some subheadings and titles.	Noted and updated to include titles of each document/website
Appendix B The references are to NPPF 2021 not 2018. It would be useful to include the subheadings used in the NPPF	Noted and amended.
Only one subheading is included in the contents page. If a glossary is included the page references to the terms used in the subheadings could be included there.	Noted
<p>6.5 Degradation and/or destruction of habitats</p> <p>Paragraph 6.5 sets out that where degradation and/or destruction of habitats is undertaken prior to a baseline survey being completed, the pre-development biodiversity value of a site should be taken to be its baseline biodiversity valued immediately prior to the destruction/degradation of habitats; this is applicable to any works undertaken on or after the 30th January 2020.</p> <p>Prior to land coming forward for development, it needs to be managed and maintained. This can be done outside of the planning system. We consider that Paragraph 6.5 needs to take this into account and should be amended to read:</p> <p>“6.5 As per Schedule 14 of the Environment Act 2021, where deliberate degradation and/or destruction of habitats is undertaken prior to a baseline survey being completed, the predevelopment biodiversity value of a site should be taken to be its baseline biodiversity value immediately prior to the destruction/degradation of habitats; this is applicable to any works undertaken on or after the 30th January 2020.</p> <p>2 Paragraph: 008 Reference ID: 61-008-20190315</p> <p>3 Recent appeal APP/K3605/W/22/3309746 is clear that a SPD is guidance rather than policy.</p>	<p>The wording in the SPD is in line with that described within the Environment Act. The Act is clear in that where destruction/degradation of habitats has been undertaken on or after the 30<sup>th</sup> January 2020, then the pre development biodiversity value of the onsite habitat is to be taken to be its biodiversity value immediately before the carrying on of the activities.</p>

<p>This would exclude any normal management/maintenance of the habitat as part of ongoing management regime. Any impact of habitat as a result of a separate planning permission (or different consenting regime) should also be discounted”.</p> <p>Considers that as currently written this paragraph is ambiguous. This updated wording would ensure that any ongoing management/maintenance of land is not penalised as part of the metric calculations. It would also ensure that works consented under a different planning permission/regime will be discounted from any assessment to ensure there is no double counting.</p>	
<p><b>Water Framework Directive (WFD)</b>          Consulted on an earlier version in 2019 and provided this comment:  <i>“There is no mention of the Water Framework Directive (WFD) in this document. Developments adjacent to waterbodies may need to complete a WFD assessment in order to determine impacts to the waterbody and suitable mitigation. Mitigation and net gain associated with these developments will need to be in line with the Humber River Basin Management Plan and mitigation measures associated with individual waterbodies.”</i></p> <p>No reference to WFD in this version of the SPD. Needs to refer to the legislative title, which is The Water Environment (Water Framework Directive) (England and Wales) Regulations 2017.</p> <p>Given Section 5 (legislation, policies &amp; strategies) makes reference to the relevant local planning policies, also recommends that Section 5 is updated to include Policy CC5 (Water Resource Management) – as this is the local planning policy that makes reference to the WFD (both in the Policy CC5 wording &amp; the supporting text):</p>	<p>Comment noted. Suggested text to be added.</p>
<p>Supports the inclusion of Section 6 (Biodiversity Net Gain) in this SPD. Paragraph 6.3 highlights that the metric needs to be completed by a suitably qualified &amp; experienced ecologist. Agrees and recommends that that this paragraph is updated to highlight that the river condition assessment (which includes undertaking a site survey using the MoRPh survey methodology) requires assessors to be trained and accredited. E.g. <i>Where watercourse habitat falls within a development site, it must be assessed within the watercourse module of the</i></p>	<p>Noted. BNG is a statutory requirement, and as such developers are required to manage created and/or enhanced habitats for a minimum of 30 years. This is explicit within the statutory guidance.</p>

*biodiversity metric. River condition is assessed using the River Condition Assessment (MoRPh survey methodology) and this requires a suitably qualified person who is trained and accredited in undertaking surveys in line with the MoRPh survey methodology.*

Recommends updating the wording in paragraph 6.6 to be stronger – i.e.

- the created/enhanced habitats should **must** be secured for at least 30 years via planning obligations or conservation covenants; &
- **oAs a last resort option, and only** where a minimum 10% BNG cannot be secured via on or off-site options, developers can secure the required biodiversity losses **net gains** through the emerging statutory biodiversity credit scheme.

Paragraph 6.6 highlights that prior to the release of the statutory credit scheme anticipated in November 2023, developers being able to pay the council a BNG contribution per biodiversity unit.

Suggests prices per unit is included in in the SPD. Recommends that any price the council sets for biodiversity units should differ depending on the broad habitat type / habitat distinctiveness in question. For example, watercourse habitat (watercourse units) are assessed and reported separately within the biodiversity metric.

Therefore, it would not be appropriate to apply the unit cost pricing strategy for another broad habitat type (unit) to watercourse habitat. It is recognised that the cost of delivering *watercourse units* are likely to outweigh the costs of delivering other habitat (unit) types, such as terrestrial area-based *habitat units*.

Recommends adding a paragraph to make explicit reference to situations where developers will need to apply the watercourse module of the biodiversity metric in scenarios where watercourse habitat falls within or immediately adjacent to a proposed development site's red line boundary – e.g. *The riparian zone is an intrinsic part of the ecological functioning and natural processes occurring in the river. Where the red line boundary of the development encompasses the riparian zone of a watercourse, either whole or in part, but excludes the channel of the watercourse, the watercourse module of the biodiversity metric must be applied. i.e. If the site boundary crosses into the riparian zone, adjacent lengths of the watercourse must be included within the metric assessment.*

Recommends that this section includes a paragraph to flag the importance of assessing each of the three broad habitat types (types of biodiversity unit)

The council currently charges £25k per unit, however reference to this sum within the SPD will not be relevant once BNG becomes mandatory.

All applications that fall within 10 m of a relevant watercourse will require assessment using the rivers metric/MoRPh survey by an accredited surveyor. As per the guidance, the following text has been added to the SPD.

**the rivers section of the metric must also be completed by a qualified MoRPh surveyor.**

<p>separately within the metric. The three types of biodiversity units generated by the metric (area, hedgerow &amp; watercourse) cannot be summed, traded or converted between modules – i.e. a minimum 10% BNG must be achieved separately for each of the three types of habitat present on a development site. For sites that include a watercourse (including the watercourse’s riparian zone), the BNG assessment must include the watercourse module of the metric and the development must deliver at least 10% BNG for this habitat type.</p>	
<p>Supports the inclusion of the text referring to LNRS, specifically that LNRS will map areas where there is an opportunity to improve habitat connectivity and functionality and the local environment to guide BNG. Recommends that the document outlines the other policies, plans and strategies that should be used to determine strategic significance (i.e. steer BNG delivery). Refers to text in the biodiversity metric guidance and recommends that this SPD highlights the relevance of these alternative plans, particularly River Basin Management Plans (RBMPs), catchment plans and actions outlined in catchment planning systems.</p>	Noted..
<p>Paragraph 7.7 - Table 1</p> <p><b>Watercourses</b> – support for inclusion of a 20m wide buffer either side of watercourses. Seeks clarity on if this buffer zone will be free from development, and queries where will the buffer zone be measured from. Considers this should be from the top of the riverbank.</p>	Noted
<p>Table 1 – Regarding the proposed 20 m buffer on either sides of a watercourse, consider this might benefit from more wording around appropriate use of this buffer (i.e. 15m must comprise riparian habitat/exclude footpaths/cycleways etc.). Tying into the ‘Bats and Lighting’ section there is also a specific issue around the lighting of bridging points over rivers, that might merit mention in this section. We would also note that in relation to bats and lighting there should be a reference to the latest BCT/ILP bats and lighting guidance.</p>	<p>Reference to the updated bats and lighting guidance note has been included within the relevant section of the SDP and a footnote to the reference added.</p> <p><b><u>Developers should refer to the most up to date bats and lighting guidance<sup>2</sup> to ensure impacts to bats are kept to minimal levels.</u></b></p>
<p>Watercourses - 20 m wide buffer either side of watercourses in the borough. Seeks clarification. For example, it needs to be clear if any infrastructure/access roads are permitted within the buffer zone. It stands to reason that they must be so as not to sterilise areas of land which may</p>	<p>Developers should adhere to best practice when development occurs close to other watercourses in the</p>

<p>be otherwise developable.</p> <p>Seeks confirmation of what is meant by a 'watercourse' needs to be confirmed. For example, considers that drainage ditches should not be included, and this should be confirmed.</p> <p>The BNG metric distinguishes between Priority Habitats; Other Rivers and Streams; Ditches; Canals; and Culverts. Also, the River Condition Assessment used to inform BNG calculations considers 10m from the bank top of a watercourse to be the "riparian zone". Therefore considers the zone should be reduced.</p> <p>The rationale behind the 20m buffer should be provided. It is perfectly feasible that a scheme can be delivered which meets with the requirements of policy/guidance with a smaller/no buffer. Considers that flexibility should be included within the wording here. Suggests the following wording: "Seek to provide a 120 m wide buffer either side of natural watercourses in the borough unless justified otherwise."</p>	<p>borough, and negative impacts to other watercourses should be avoided where possible. SPD changed to... <b><u>Development proposals should include a 10 m</u></b> buffer from the bank tops of <b><u>main</u></b> watercourses (<b><u>Rivers Dove, Don and Dearne</u></b>), excluding footpaths, cycleways, roads etc... <b><u>taking into account the riparian zone. Developers should apply caution when working within 10m of all other watercourses and scheme design should follow good ecological practice and the mitigation hierarchy.</u></b></p>
<p>Section 7 row regarding "watercourses" would like clarity on whether this is a main river, or any flowing water. Considers a 40m buffer with a tiny drain would seem disproportionate. On smaller development sites this buffer may be restrictive or may prevent any development. Queries evidence for distance. Environment Agency works requiring a permit are usually 10m from a main river. Provides examples of other Council's policies (e.g. Buckinghamshire <a href="https://www.buckinghamshire.gov.uk/planning-and-building-control/planning-policy/watercourse-advice-note-aylesbury-vale-area/4-good-design/">https://www.buckinghamshire.gov.uk/planning-and-building-control/planning-policy/watercourse-advice-note-aylesbury-vale-area/4-good-design/</a>) which use a 10m buffer, this is double the distance.</p>	
<p>Table 1 – Welcomes the wording around prioritising optimal areas for bird and bat boxes</p>	<p>Noted</p>
<p>Bats – would like to see a specific mention of the importance of river corridors as key linear foraging and commuting habitat here, e.g. Sensitive lighting schemes to</p>	<p>Noted and added to the table.</p>

<p>be developed where additional lighting from the development will impact habitats such as woodland edges, hedgerows, waterways and wetlands.</p>	
<p><b>Paragraph 8.12</b> – The Metric should be applied at the site selection stage, i.e. even before outline design.</p>	<p>Paragraph 7.1 states the following <b><u>Considering biodiversity and geodiversity at project inception stage and ensuring proposals are supported with appropriate evidence, where relevant, is necessary and will help enable efficient and effective decision-making and help to achieve a minimum 10% BNG. The LPA will not support applications that would damage the NRN, or developments that do not provide a minimum 10% BNG.</u></b></p>

**SPD 'Biodiversity and Geodiversity SPD'**

Consultation with the Youth Council on proposed changes to SPD ,

**Youth Council 17/7/23**

**Supplementary Planning Document Consultation**

**Notes**

Attendees: Ella Farrell; Paula Tweed; 2 Youth Voice Participation Coordinators; 7 Youth Council representatives

Ella talked through the slides on the 3 SPD's currently out to consultation:

Financial Contribution to Educational Provision; Biodiversity and Geodiversity and House Extensions and other domestic alterations.

Questions and discussion

- What is an annex? Ella explained that an annex is a building that provides additional living space. It can be joined to or associated with the main building. An annex does not have all the elements to make it a separate self contained dwelling.
- Query re. 45% rule and whether it is measured from upper floor windows, Ella answered it could be but usually measured from ground floor window
- Query re. how BNG is monitored over 30 years. Our current understanding is that it is responsibility of the developer to provide monitoring reports to the local authority periodically. Question regarding enforcement. The enforcement team wouldn't be responsible for monitoring but may be involved to take enforcement action if the site is not retained for biodiversity purposes. PT explained that the 10% BNG is new and we are still working out how it will be monitored and hoping for further Government guidance on detail.
- Are hard copies available of the SPD's? There are reference copies in the libraries. Agreed to provide 3 copies of each SPD for the Youth Voice Participation workers to take out with them. **Action** Ella to organise copies.



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## Supplementary Planning Document: Biodiversity and Geodiversity

### 1. About This Guidance

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

### 2. Introduction

- 2.1** This Supplementary Planning Document **SPD** offers guidance to anyone seeking to develop land which may have, or is in proximity to a site that has, value for biodiversity and/or geological conservation. Paragraph 4.3 in the guidance section gives advice on how this is established. sets out the council's approach to planning decisions in respect of biodiversity and geodiversity and is designed to be used by those considering and applying for planning permission in the borough, to ensure biodiversity and geodiversity is adequately protected through the planning process. This document provides practical advice and guidance on how to deliver proposals that comply with the NPPF and the Local Plan, adopted in 2019. Information and links to technical guidance is also included. We believe that biodiversity and geodiversity should not be seen as a hindrance to development, rather as a way of adding value to well-conceived design proposals. When considered at early design stage, biodiversity enhancements can be achieved, providing net gains for habitats, alongside additional benefits such as increasing habitat availability for species, natural flood management, carbon sequestration and broader benefits for people provided by access to natural green spaces, including increased mental health which was observed widely during the Covid-19 pandemic.
- 2.2** This SPD also provides developers with a list of useful links and contacts where further information can be found. The Council is not responsible for the accuracy of and updates to any of the information provided in the external links, they are provided as supporting technical material.
- 2.3** This SPD provides additional details on how local policies will be implemented while also building on relevant legislation, national policy, central government advice, and the British Standard BS42020:2013 Biodiversity – Code of practice for planning and development. Available information regarding the Environment Act 2021 has also been referenced; the Act includes provisions to strengthen and improve the duty on public bodies to conserve and enhance biodiversity, including mandating Biodiversity Net Gain

## Supplementary Planning Document: Biodiversity and Geodiversity

(BNG) through the planning system and the requirement for the preparation and publication of a Local Nature Recovery Strategy (LNRS).

### 3. Local Priorities

- 3.1 The conservation of Biodiversity is imperative, we are seeing extinction events on local, regional, national and international scales. Habitat loss and species decline is a real threat, with habitats and species once considered common in the borough now facing increasing pressures from development, climate change and many other factors. To address this the council declared a climate emergency in 2019 with the aim of reducing carbon emissions; increasing the biodiversity of the borough can help achieve this through the planting of trees and the creation of sustainable landscapes that provide multiple benefits to help address the climate crisis and conserve the boroughs biodiversity.
- 3.2 Our Council Plan highlights the key points that are required for Barnsley to become a more sustainable place and to achieve our Net Zero Targets by 2045, these include;
- People live in great places, are recycling more and wasting less, feel connected and valued in their community;
  - Our heritage and green spaces are promoted for all people to enjoy; and
  - Fossil fuels are being replaced by affordable and sustainable energy and people are able to enjoy more cycling and walking.
- 3.3 For developments to result in the best outcome for biodiversity, planning has a key role to play, with a key objective being the protection and enhancement of biodiversity throughout the development management process.

### 4. Biodiversity and Geodiversity in Barnsley

- 4.1 Biodiversity coined “biological geodiversity” is the variety of life on earth, from complex ecosystems, through individual species of plants, animals, fungi and bacteria etc. to the genetic differences within a species. to large ecosystems; the concept is broad and complex. Biodiversity is important for its own sake, and human survival depends upon it. ~~The ground-breaking UK National Ecosystem Assessment (NEA) published in June 2011 provides a comprehensive account of how the natural world, including its biodiversity, provides us with services that are critical to our wellbeing and economic prosperity. The State of Nature figures 2016 states that between 1970 and 2013, 56% of species declined, with 40% showing strong or moderate declines.~~
- 4.2 The most recent State of Nature Report published in 2019, reported that in the UK more species have seen their populations decrease than increase; the report details a 41% decrease in species abundance since 1970, with the main issues being;
- Agricultural intensification;
  - An increase in average UK temperatures;
  - Negative impacts from pollution; and
  - Loss of habitats to meet the increasing needs of our population.

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- 4.3** Geodiversity is the term used to describe the variety of ancient rock, fossils, minerals, earth structures, sediments, soils and more recent landforms (depositional and erosional features) that create the foundations of physical landscapes and habitats. The recognition, management, and conservation of significant **geological** sites is important as it contributes to **towards the** understanding and maintaining **of** the natural environment, to scientific research and to teaching an understanding of the earth, as well as to leisure activities and the enhancement of green spaces. The industrial heritage of the area **borough** and building construction are closely linked to the geological resources of the area, particularly coal, clay, ironstone, sandstone and roofing flags. It is essential that **geological** conservation factors are taken into account in the planning process, the opportunities for educational, scientific and recreational advance are appreciated and realised and that significant features of geological interest are conserved.
- 4.4** The richness of the biodiversity of Barnsley's **biodiversity** owes its existence to the borough's varied geology giving rise to a range of landscapes – from the open moors in the west, to the lowlands of the Dearne in the east; each landscape, be it moorland, woodland, grassland, wetlands, parks and gardens or neglected former industrial **land sites**, supports its own habitats and species which contribute to local distinctiveness and character. Some of these habitats are recognised as being of national and even international importance, while other areas are recognised as important at a local level. They support a countless numbers of **protected and notable**<sup>1</sup> wild species, many of which are noted as being rare or threatened in the UK.
- 4.5** Barnsley borough has, at the time of writing, **two** 2 Internationally-designated statutory nature conservation sites ('Natura 2000' sites) which are to the west, in the Peak District National Park Local Planning Authority (LPA) area. The Barnsley LPA area contains the following nationally-important statutory **designated nature conservation** sites: all or part of 7 **seven** Sites of Special Scientific Interest (SSSIs), **all or part of eight** 5 Local Nature Reserves (LNRs) and one Nature Improvement Area (NIA). The SSSIs list includes sites designated for their biodiversity or (separately) geodiversity value. Non-statutory Local Wildlife Sites (LWSs) and Local Geology Sites/ Regionally Important Geological and Geomorphological Sites (LGSs/ RIGS) have been designated in the borough for their local ecological or geological value respectively; **at the time of writing there are 54 63 LWS and 31 RIGS within the borough** Up to date lists/**plans** of statutory and non-statutory sites can be found at: <https://magic.defra.gov.uk/magicmap.aspx> <https://magic.defra.gov.uk/MagicMap.aspx>; <http://www.barnsleybiodiversity.org.uk/> and <http://www.sagt.org.uk/> <https://www.sagt.org.uk/> and on Barnsley's Local Plan **interactive mapping tool** <https://www.barnsley.gov.uk/services/planning-and-buildings/local-planning-and-development/our-local-plan/barnsleys-local-plan/>.
- 4.6** **Of significant note within the Borough is the recently designated (February/January 2022) Dearne Valley Wetlands SSSI. The site comprises 22 compartments scattered throughout the east of the borough. The SSSI is an area of post-industrial urban fringe**

<sup>1</sup> Priority Species are those included within the list prepared under Section 41 of the Natural Environment and Rural Communities Act, Schedule; those listed on Schedule 1 of the Wildlife and Countryside Act 1981 and all European Protected Species.

## Supplementary Planning Document: Biodiversity and Geodiversity

comprising large areas of wetland, woodland, scrub and other notable habitats located within the Dearne catchment. Its notifiable features include the following;

- Several species of breeding bird including gadwall, shoveler garganey, pochard, bittern, black-headed gull and willow tit;
- Non-breeding gadwall and shoveler; and
- A diverse assemblage of breeding birds of lowland damp grasslands and scrub and a mixed assemblage of lowland open waters and their margins including lowland fen.

**4.7** The rocks underlying Barnsley borough are Upper Carboniferous in age, and ~~are mainly~~ comprise mudstones, siltstones and sandstones with coal seams, some of which are/were of major importance. There are also beds of ironstone and roofing flags. In the west of the borough, by Dunford Bridge, ~~are the~~ "Millstone Grit" sandstone outcrops of the Pennines are present. These rocks support expanses of peat and acid heathland habitats. The more resistant sandstones form hills and edges, which run roughly northeast – southwest and influence the shape of river catchments as well as the flow of groundwaters and geochemistry of the river ecosystems.

**4.8** Many of Barnsley's older settlements are located on the slightly higher ground of the "Coal Measures" sandstones, above the less-well drained areas underlain by mudstone. Extractive industries still provide some employment in quarrying stone and pot clay, and many of the older buildings in Barnsley include local sandstones. Some of these sites have become a significant source of raw materials, including stone for appropriate building conservation within the region, enabling a distinctive sense of place and authenticity to be maintained.

## **5. Legislation, Policy and Strategies**

**5.1** ~~The NPPF lists in its sections 170, 171, and Nos. 174-177 issues of particular relevance to biodiversity and geological conservation. These are detailed in Appendix D.~~ There is a variety of legislation and policy provisions to ensure protection of the natural environment, these range from international to local level. This document supplements the following Local Plan policies:

### **Policy BIO1 Biodiversity and Geodiversity**

Development will be expected to conserve and enhance the biodiversity and geological features of the borough by:

- Protecting and improving habitats, species, sites of ecological value and sites of geological value with particular regard to designated wildlife and geological sites of international, national and local significance, ancient woodland and species and habitats of principal importance identified via Section 41 of the Natural Environment & Rural Communities Act 2006 (for list of the species and habitats of principal importance) and in the Barnsley *Biodiversity Action Plan*;
- Maximising biodiversity and geodiversity opportunities in and around new developments;

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- Conserving and enhancing the form, local character and distinctiveness of the boroughs natural assets such as the river corridors of the Don, the Dearne and Dove as natural floodplains and important strategic wildlife corridors;
- Proposals will be expected to have followed the national mitigation hierarchy (avoid, mitigate, compensate) which is used to evaluate the impacts of a development on biodiversity interest;
- Protecting ancient and veteran trees where identified;
- Encouraging provision of biodiversity enhancements.

Development which may harm a biodiversity or geological feature or habitat, including ancient woodland and aged or veteran trees found outside ancient woodland, will not be permitted unless effective mitigation and/or compensatory measures can be ensured;

Development which adversely affects a European Site will not be permitted unless there is no alternative option and imperative reasons of overriding public interest (IROPI).

### Policy GI1 Green Infrastructure

We will protect, maintain, enhance and create an integrated network of connected and multi-functional Green Infrastructure assets that:

- Provides attractive environments where people want to live, work, learn, play, visit and invest;
- Meets the environmental, social and economic needs of communities across the borough and the wider City Regions;
- Enhances the quality of life for present and future residents and visitors;
- Helps to meet the challenge of climate change;
- Enhances biodiversity and landscape character;
- Improves opportunities for recreation and tourism;
- Respects local distinctiveness and historical and cultural;
- Maximises potential economic and social benefits;
- Secures and improves linkages between green and blue spaces.

At a strategic level Barnsley's Green Infrastructure network includes the following corridors which are shown on the Green Infrastructure Diagram (see below):

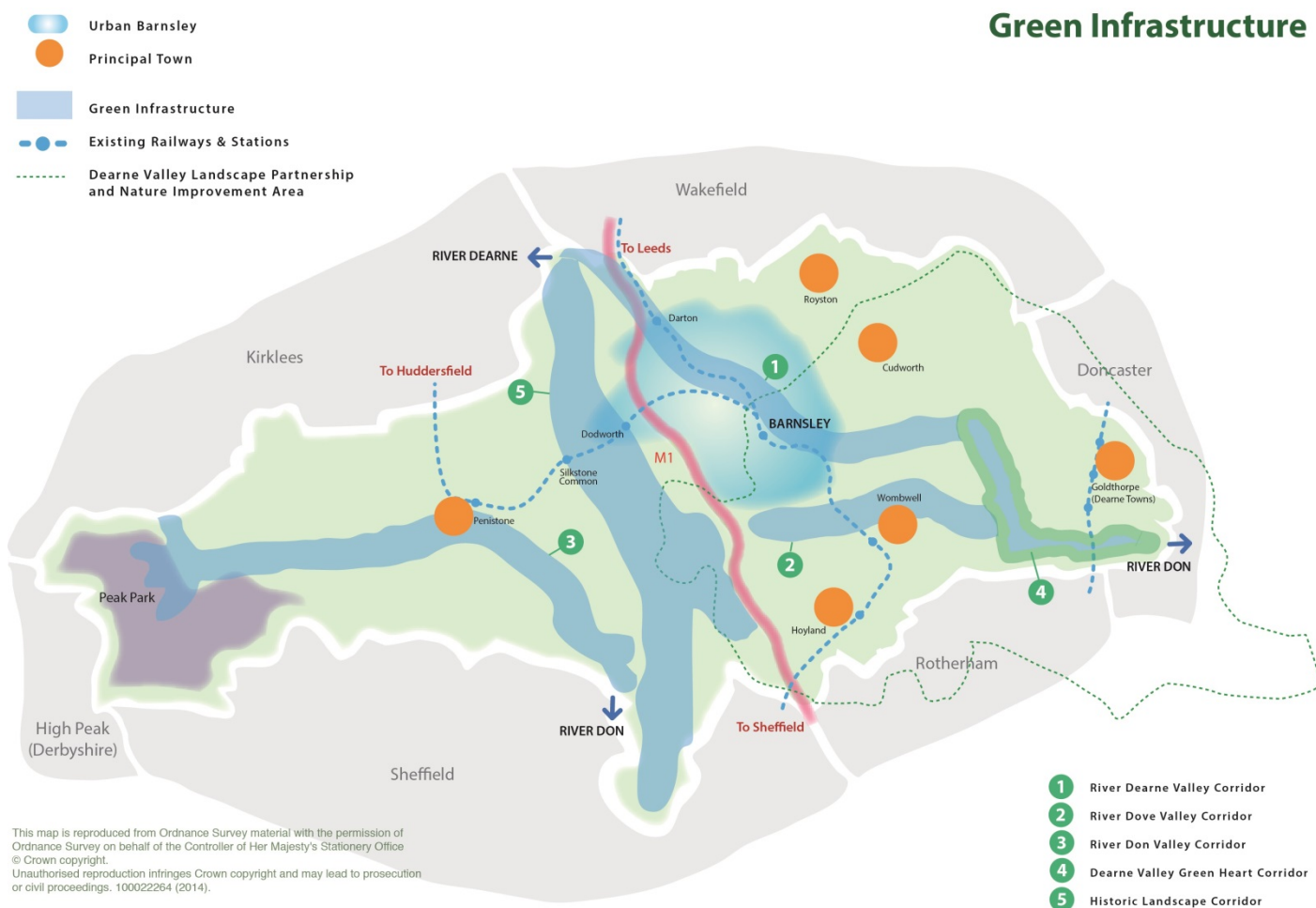
- River Dearne Valley Corridor;
- River Dove Valley Corridor;

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- River Don Valley Corridor;
- Dearne Valley Green Heart Corridor;
- Historic Landscape Corridor .

The network of Green Infrastructure will be secured by protecting open space, creating new open spaces as part of new development, and by using developer contributions to create and improve Green Infrastructure

We have produced a Green Infrastructure Strategy for Barnsley which is informed by the Leeds City Region and South Yorkshire Green Infrastructure Strategies.



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### Policy GS1 Green Space

We will work with partners to improve existing green space to meet the standards in our Green Space Strategy.

Green Spaces are green open areas which are valuable for amenity, recreation, wildlife or biodiversity and include types such as village greens, local open spaces, country parks, formal gardens, cemeteries, allotments, woodlands, recreation grounds, sports pitches and parks.

Proposals that result in the loss of green space, or land that was last used as green space, will not normally be allowed unless:

- An assessment shows that there is too much of that particular type of green space in the area which it serves and its loss would not affect the existing and potential green space needs of the borough; or
- The proposal is for small scale facilities needed to support or improve the proper function of the green space; or
- An appropriate replacement green space of equivalent or improved quality, quantity and accessibility is provided which would outweigh the loss.

In order to improve the quantity, quality and value of green space provision we will require qualifying new residential developments to provide or contribute towards green space in line with the standards set out in the Green Space Strategy and in accordance with the requirements of the Infrastructure and Planning Obligations Policy. The Supplementary Planning Document 'Open Space Provision on New Housing Developments' offers guidance to developers on what will be expected in terms of open space provision in order to achieve those standards.

Where there is a requirement to provide new green space an assessment will be carried out to determine the most appropriate provision, taking into account site characteristics and constraints. In cases where it is deemed unsuitable to make provision for open space within or adjacent to a development site, suitable off-site open space facilities may be acceptable either as new facilities or improvements to those existing. Where appropriate new green space should secure access to adjacent areas of countryside.

### **Biodiversity Net Gain**

- 5.2** BNG is an approach to development and/or land management that aims to leave the natural environment in a measurably better state than it was beforehand. The Environment Act 2021 mandated a minimum measurable BNG for all developments covered by the Town & Country Planning Act (TCPA), which requires the biodiversity value of a development to exceed the predevelopment biodiversity value of a site by a minimum of 10%.
- 5.3** BNG does not replace or undermine the mitigation hierarchy as the primary principle for the consideration of biodiversity within a development. BNG is additional to the mitigation hierarchy and only applies once impacts to biodiversity have been avoided.



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mitigated and compensated for. Where there are no anticipated impacts, developments should still secure a minimum 10% BNG.

- 5.4** Biodiversity value is measured using a metric produced by DEFRA and the baseline value is calculated from the condition of the site before any intervention has occurred. The **statutory** metric should be completed by a suitably qualified and experienced ecologist; **the rivers section of the metric must also be completed by a qualified MoRPh surveyor.** Submission of biodiversity gain information (in the form of a BNG Statement) should be provided with relevant applications alongside a copy of the most recent version of the **statutory** metric. A Biodiversity Gain Plan will be required for submission and approval prior to the commencement of development. A template in which to include biodiversity gain information and the biodiversity gain plan is expected to be provided alongside secondary legislation; **reference should also be made to the associated biodiversity metric guidance produced by Natural England when completing the Defra metric and associated documents.** **When submitting documents for planning all section of the metric must be completed, where applicable, including the start page.**
- 5.5** Development that is exempt from mandatory net gain will still be required to provide biodiversity enhancements to meet planning policy BIO1. **Developments that are exempt comprise the following:**
- **Development impacting habitat of an area below a 'de minimis' threshold of 25 metres squared, or 5m for linear habitats such as hedgerows and watercourses [NOTE Defra have confirmed (9 August 2023) that this is 25 squared metres (5m x 5m = 25 sqm)];**
  - **Householder applications;**
  - **Biodiversity gain sites (where habitats are being enhanced for wildlife); and**
  - **Small scale self-build and custom housebuilding.**
- 5.6** Where the baseline value of a site is zero, the site is legally exempt from mandatory BNG. In this instance mitigation delivered as part of development proposals should be agreed with the council's planning ecologists and will be determined on a site-by-site basis. However, we would expect to see, as a minimum, features such as rain gardens, SuDs and other wildlife friendly features that will maximise the biodiversity value of a site.
- 5.7** As per Schedule 14 of the Environment Act 2021, where degradation and/or destruction of habitats is undertaken prior to a baseline survey being completed, the pre-development biodiversity value of a site should be taken to be its baseline biodiversity value immediately prior to the destruction/degradation of habitats; this is applicable to any works undertaken on or after the 30<sup>th</sup> January 2020.
- 5.8** BNG should be provided on-site in the first instance to create functional habitats that increase connectivity for wildlife. Where BNG cannot be achieved on site, off-site options can be sought. However, off-site locations must take regard of the emerging LNRS and should be located in strategic areas, where possible; the created/enhanced habitats **must** should be secured for at least 30 years via planning obligations or conservation covenants. Where a minimum 10% BNG cannot be secured via on or off-site options, developers can secure the required biodiversity losses through the

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emerging statutory biodiversity credit scheme. Prior to the release of the statutory credit scheme, anticipated January November-2023, developers can pay the council a BNG Contribution per Biodiversity Unit.

### **Local Nature Recovery Strategy**

- 5.9** The council is working with the South Yorkshire Mayoral Combined Authority (SYMCA), the other South Yorkshire Local Planning Authorities and partners to develop the Local Nature Recovery Strategy (LNRS) and Nature Recovery Network (NRN). SYMCA were officially appointed as the Responsible Authority for the LNRS in July 2023. Barnsley Council, alongside City of Doncaster Council, Sheffield City Council, Rotherham Metropolitan Borough Council, Peak District National Park Authority and Natural England were listed as Supporting Authorities. The need for a LNRS is a statutory requirement of the Environment Act 2021. LNRS are to be produced by a responsible authority appointed by the Government. Until secondary legislation and guidance is received it is not known at the time of writing who will be the responsible authority for South Yorkshire. The LNRS strategy will map areas where there is an opportunity to improve habitat connectivity and functionality and the local environment to guide BNG and other policies to ensure the best outcomes for biodiversity.
- 5.10** In collaboration with the four South Yorkshire Local Authorities and three additional partners, SYMCA commissioned a detailed mapping evidence base of the region's natural environment. The report details the benefits that the natural environment provides and opportunities to enhance them. The evidence within the report will be used to inform the LNRS. The maps are derived from multiple datasets and are modelled estimates of natural environment characteristics. As such, the data are not intended to provide an exact or full account of natural environment characteristics for each land parcel, but instead to guide policy and project development decisions. At the time of writing, full details regarding the Natural Capital Assessment are not publicly available. The Natural Capital Report can be found at [https://southyorkshire-ca.gov.uk/Explore\\_Green-Campaign](https://southyorkshire-ca.gov.uk/Explore_Green-Campaign)

### **Nature Improvement Area**

- 5.11** The Local Plan also refers to the Dearne Valley Green Heart 'Nature Improvement Area' (NIA), which includes covers parts of Barnsley, Doncaster and Rotherham. boroughs. NIAs are large, discrete areas that will deliver a step change in nature conservation, where a local partnership has a shared vision for their natural environment. NIAs were established to help address ecological restoration as part of series of actions at a landscape-scale to improve biodiversity, ecosystems and our connections with the natural environment identified by the Natural Environment White Paper (2011) and taking forward recommendations identified in the Lawton Review *Making Space for Nature* (2010). The Dearne Valley Green Heart has been designated as an NIA; and its extent within Barnsley's boundary can be seen in the map in figure 17.1 from the Local Plan (reproduced above, with a more detailed map plan in Appendix A).
- 5.12** The Dearne Valley supports nationally important assemblages of breeding birds of lowland damp grassland, lowland open water and their margins and scrub plus nationally important numbers of some individual species of breeding water birds. The

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Dearne Valley has the ambition to become an new type of urban area for living, working and relaxing, in which environmental quality, biodiversity and contact with nature underpin the choices people make to move to and invest in the area and create a sustainable future. ~~there~~. The River Dearne ~~provides~~ is a key asset to in the valley and the surrounding communities, with its wetlands, washlands and marshlands providing a haven for wildlife. The valley has many publicly-accessible woodlands with networks of footpaths, cycle and bridle trails. Over recent years reclaimed colliery sites have been restored to create community green spaces and the valley is a model for large-scale environmental regeneration. Economic regeneration and prosperity are key to addressing social deprivation arising from the area's industrial past.

- 5.13** The vision of the NIA partnership is to restore and enhance the ecological networks in the valley. At its core will be areas of reedbeds, fen, wet grassland, wet woodland and woodland buffered by areas of farmland, amenity grasslands, parklands and reclaimed industrial areas whose biodiversity value will be enhanced. 'Stepping stone' sites exist along the river corridor where habitat should be enhanced and specific measures put in place for key species. such as eels, otters and water voles. The NIA area will support an even richer diversity of wildlife, including nationally-important numbers of wintering waterbirds and breeding farmland birds.

### Barnsley Biodiversity Action Plan

- 5.14** The Barnsley Biodiversity Action Plan (BAP) is produced by Barnsley Biodiversity Trust and is reviewed periodically (<http://www.barnsleybiodiversity.org.uk/introduction.html>). The BAP lists the key species and habitats targeted for specific conservation action in the borough. The list draws from nationally-approved BAP targets but also includes ~~certain~~ species and habitats which the Trusts' partners ~~feel~~ consider to be locally important too. The BAP ~~indicates~~ details conservation actions which should be ~~taken~~ implemented to help protect the key species and habitats and/or allow them to recover. Barnsley Council has adopted the BAP as part of the evidence-base supporting Local Plan decisions.
- 5.15** The presence of local priority habitats and species identified in the BAP is a material consideration in planning decisions.
- 5.16** Barnsley does not ~~as yet~~ currently have a Geodiversity Action Plan (GAP), ~~however~~. Sheffield Area Geology Trust have been commissioned to produced one for Barnsley. Until a GAP is published the relevant guidance is available in the West Yorkshire Geological Geodiversity Action Plan: A consultative Document, March 2008 published by the West Yorkshire Geological Trust (<http://www.wyorksgeologytrust.org/misc/Draft%20WYGAP.pdf> ). A geological Geodiversity action plan for Rotherham is at present being written (see <http://www.sagt.org.uk>). Doncaster was adopted in June 2008 and can be found at <https://www.doncaster.gov.uk/services/planning/the-geodiversity-action-plan>

### Green Infrastructure

- 5.17** Green Infrastructure is a combination of natural environmental assets, the functionality of which shapes the places we live, work, play and enjoy. Those assets include:

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- Green or open spaces that can link together to create an informal but planned network across the Borough and beyond;
- Parks, gardens, woodland, wildlife sites, watercourses, street trees and the open countryside; and
- Spaces that can perform a number of different functions, such as formal and informal recreation, nature conservation, food production, enhanced settings for development, routes for cycleways/walkways, areas for flood risk management and education resources.

**5.18** Together, these assets form an environmental system, the performance of which will increasingly determine how successful our cities, towns and villages will be in the future.

**5.19** At a strategic level Barnsley's Green Infrastructure network includes the following corridors:

- River Dearne Valley Corridor;
- River Dove Valley Corridor;
- River Don Valley Corridor;
- Dearne Valley Green Heart Corridor; and
- Historic Landscape Corridor.

**5.20** The recently released Green Infrastructure Framework by Natural England has been created with the aim of increasing the amount of green cover in urban areas, up to 40%. Good quality Green Infrastructure has an important role to play in urban and rural environments for improving health and wellbeing, air quality, nature recovery and resilience to and mitigation of climate change, along with addressing issues of social inequality and environmental decline.

**5.21** The Green Infrastructure Framework is a commitment in the Government's 25 Year Environment Plan. It supports the greening of towns and cities and connections with the surrounding landscape as part of the NRN. Networks of green and blue spaces and other natural features can bring big benefits for nature, climate, health and prosperity.

**5.22** Policy GI1 of the Local Plan states that we will protect, maintain, enhance and create an integrated network of connected and multi-functional Green Infrastructure in Barnsley.

### **Nature Based Solutions**

**5.23** Development should incorporate nature-based solutions, including an increase in the amount and connectivity of green and blue infrastructure. Nature-based solutions can provide natural carbon sinks, help deliver improvements to water quality and resilience against climate impacts, including flooding and overheating, as well as preventing further nature loss and protecting built assets.

**5.24** Policy BIO1 of the Local Plan encourages maximising biodiversity and geodiversity opportunities in and around new developments and, as set out above, policy GI1 states that we will protect, maintain, enhance and create an integrated network of connected and multi-functional Green Infrastructure in Barnsley.

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**6. Integrating Biodiversity into Developments in Barnsley**

- 6.1** BMBC has successfully implemented BNG as part of our planning requirement following adoption of the Local Plan in 2019; of which one of the objectives is to protect and enhance Barnsley's natural assets and achieve net gains in biodiversity. Prior to BNG becoming a statutory requirement, planning applications have had to demonstrate how proposals will result in no net loss of biodiversity, where applicable, and in the case of masterplan framework sites, a requirement of **minimum** 10% BNG is required. Examples of applications where permission has been granted on masterplan framework sites includes planning reference 2020/0647 within the Hoyland West South Masterplan area and 2019/1573 2024/1694 within the Hoyland North Masterplan area. Both sites demonstrated that a 10% net gain for biodiversity can be achieved through a combination of on and off-site habitat creation and enhancement measures appropriate to habitats on site prior to development.
- 6.2** All sites whether large or small have the potential to include opportunities for biodiversity through careful and well-designed schemes. The following provides advice and minimum requirements that are expected within development sites in Barnsley.
- 6.3** Landscaping proposals within development schemes should seek to retain, enhance and create habitats of value to biodiversity whilst adhering to the mitigation hierarchy *avoid, mitigate, compensate, offset*. The **creation** ~~retention~~ of front and rear gardens in householder development is encouraged as they can provide multiple environmental benefits, where this cannot be guaranteed then developers should, when completing the Defra **statutory** metric include "un-vegetated garden" as the post development habitat type within the **statutory** metric to ensure additional Biodiversity Units are not gained.
- 6.4** Landscape elements can be built into the scheme design to increase the biodiversity value of a site; this can include the creation or enhancement of boundary hedgerows, planting of street trees, the provision of wildflower grasslands, SuDS and other above ground water storage features. Where habitats are already present on a site they can provide the framework for the setting of the scheme layout. Landscaping features can help to achieve a minimum 10% BNG, as well as provide habitat connectivity in the landscape to aid the movement of species. Where possible developments should seek to provide a mosaic of habitats within landscaping designs to provide the greatest benefit for species.
- 6.5** Additionally, the use of native species of local provenance is encouraged as they generally offer more benefits to local wildlife than non-native species, as well as enhanced biosecurity and additional net gains.
- 6.6** Applicants are expected to provide landscape features in keeping and proportionate to the size of the development and appropriate with the local context.
- 6.7** Details regarding the ~~mitigation~~ mitigation requirements for developments in Barnsley are detailed in Table 1 below.

**Table 1 . Minimum – Mitigation/enhancement requirements**

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<u>Feature</u>	<u>Minimum Requirement in developments</u>	<u>National/Local Policy references</u>
<u>Habitats (area/linear/river)</u>	Development proposals will have due regard to the baseline biodiversity value of a development site and landscaping plans should identify opportunities to retain and maximise the provision for biodiversity within the new development. Minimum 10% Biodiversity Net Gain based on baseline ecological assessment should be achieved.	NPPF 2023 (see Appendix B), <u>GS1, G11, BIO1</u>
<u>Watercourses</u>	20-m Development proposals should include a 10 m buffer from the bank tops of main watercourses (Rivers Dove, Don and Dearne), excluding footpaths, cycleways, roads etc... taking into account the riparian zone. Developers should apply caution when working within 10m of all other watercourses and scheme design should follow good ecological practice and the mitigation hierarchy.	<u>BIO1, CC5, G11</u>
<u>SuDS</u>	The provision of Sustainable Urban Drainage Systems (SuDS) within development sites to manage rainfall is the preferred approach.	<u>CC4, CC1</u>
<u>Green roofs/living walls</u>	Living roofs of a suitable type and design should be considered on all new roofs of more than 25m <sup>2</sup> , which are flat or have a pitch of less than 25 degrees. Where there is a conflict between provision of photovoltaics and living roofs, the council would prioritise photovoltaics Living walls should be considered as a possible option on buildings, though especially if needed to help mitigate visual impact on otherwise unacceptably blank and/or architecturally unrelieved façades.	<u>BIO1, Sustainable Construction and Climate Change Adaptation Supplementary Planning Document</u>
<u>Bat and bird boxes</u>	100% of all new dwellings to include integrated bat and bird boxes, alongside the provision of bird boxes in retained/newly created habitat on site to provide nesting habitat for a variety of species. In respect of birds, integrated swift boxes are advised as these are also used by other common nesting species. On constrained sites, practical consideration should be given to prioritising boxes within optimum areas of the site and be based on best practice. Hybrid/Commercial/public-service infrastructure/householder/permitted development applications etc... All other suitable application types will include integrated bat and bird boxes in keeping with the scale of development, i.e. minimum of 10 boxes for the first 1000 sqm footprint and one additional box for every 1000 sqm. Developments should ensure the installation of bird nesting and bat roosting boxes is proportionate to the level of impacts on the development site; where there	<u>BIO1</u>

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	<u>are queries with regards the number or siting of boxes this can be discussed with the council's planning ecologist.</u>	
<u>Bats</u>	<u>Sensitive lighting schemes to be developed where additional lighting from the development will impact habitats such woodland edges, hedgerows, river corridors and wetlands, or any other habitats considered suitable for foraging, commuting and roosting bats. Developers should refer to the most up to date bats and lighting guidance<sup>2</sup> to ensure impacts to bats are kept to minimal levels.</u>	<u>BIO1</u>
<u>Hedgehog</u>	<u>Hedgehog Highway gaps to be located in boundary fences in residential schemes ensuring connectivity between gardens for hedgehogs and other wildlife, increasing the extent of habitat availability.</u>	<u>BIO1</u>
<u>Invertebrates</u>	<u>Landscaping features within development sites should include flowering lawns / wildflower grasslands, pollen and nectar rich plants, shrubs and trees.</u> <u>Invertebrate boxes to be installed on suitable trees within development sites, alongside the provision of bee banks and brash piles.</u>	<u>BIO1</u>

- 6.8** BNG does not alter the protection afforded to protected/notable species and habitats within a development site. As such, statutory obligations need to be satisfied with regards to protected and/or notable species and habitats; where applicable, bespoke mitigation schemes relevant to the key ecological features of the site should be provided within an application.

## **7. Guidance Information Required to Support an Application**

- 7.1** Considering biodiversity and geodiversity at project inception stage and ensuring proposals are supported with appropriate evidence, where relevant, is necessary and will help enable efficient and effective decision-making and help to achieve a minimum 10% BNG. The LPA will not support applications that would damage the NRN, or developments that do not provide a minimum 10% BNG.
- 7.2** The council offers a paid pre-application advice service. This can help to ensure that policy requirements are fully understood at an early stage, and that any biodiversity and geodiversity features are identified, discussions with the council's Planning Ecologists can be held at an early stage, in order to seek advice and avoid impacts. Pre-application advice assists in streamlining the decision making process, and it enables the council to provide more comprehensive guidance to improve the quality of an application.
- 7.3** Suitable qualified ecologists are required to undertake ecological surveys and reporting to meet the council's requirements for providing adequate information to support an

<sup>2</sup> Bats and Artificial Lighting at Night, Guidance Note 08/23

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application. The Chartered Institute of Ecology and Environmental Management (CIEEM) provide a list of consultants on their Registered Practice Directory on the CIEEM website. The CIEEM website provides further information on ecological surveys and their purpose, and also describes the different types of report that may be required to support an application. Details regarding the types of survey required and when to undertake them can be found within the Local Validation Checklist <https://www.barnsley.gov.uk/media/26092/local-validation-requirements-20230519.pdf>

### Desk Study

- 7.4** Existing ecological data should always be gained from Barnsley Biological Records Centre (BBRC) and from neighbouring authorities' Biological Records Centres (BRC) where close to the borough boundary. Data should also be gained from other specialist data sources such as the South Yorkshire Bat Group, South Yorkshire Badger Group, and the RSPB, etc. if it is appropriate to the site and proposal. There may be exceptions to this requirement and the omission of a desk study from ecology reports should be fully justified within the report, as is detailed within the CIEEM Guidelines for Preliminary for Ecological Appraisal (2017).
- 7.5** Information on internationally and nationally designated sites can be found at the 'MAGIC' website. Most locally designated sites can be seen on the Barnsley Local Plan maps and are referred to as 'Biodiversity or Geological Interest Sites'. Applicants are required to use the SSSI Impact Risk Zone (IRZ) online tool to demonstrate a rapid initial assessment of potential impacts on statutory designated sites as part of the application. If the IRZ information indicates that the development type could adversely impact a SSSI, Natural England will be consulted by the Local Planning Authority (LPA). Natural England may request that further information is required to support the planning application, covering how impacts upon the SSSI will be addressed.

Any development proposal which may do harm to a biodiversity or geodiversity interest should follow the mitigation hierarchy thus: *avoid, mitigate, compensate*. If it is not possible to avoid damage to the interest and planning permission is still requested for then the developer/applicant should seek to mitigate impacts by good design which not only retains as much of the value *in situ* as possible, but also reduces impacts during the construction phase and leaves behind value which is protected and maintained. On occasion, the LPA may allow compensatory works on other sites outside of the development where avoidance or mitigation are not possible/sufficient, but this should be seen as a last resort. The LPA will not support applications that would damage the ecological network and cause a net loss in biodiversity in line with the NPPF. Whilst the Environment Agency is the lead authority regarding implementation of the Water Framework Directive and the Humber River Basin District Management Plan, the LPA must have regards to them when determining development proposals.

### Ecological Survey and Assessment

- 7.6** Applications requiring consideration of biodiversity should be supported by a Preliminary Ecological Appraisal/Ecological Impact Assessment/Biodiversity Net Gain Assessment (where appropriate)/Preliminary Roost Assessment and such other secondary reports (i.e., detailed botanical assessment, protected species surveys, etc. where necessary, which evaluate the ecological quality of the proposal site and recommend



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appropriate/proportionate mitigation, enhancement measures or off-site compensation proposals.

- 7.7 Surveys should be undertaken by competent persons with suitable qualifications and experience and carried out at an appropriate time within the year, or justifications provided if undertaken during sub-optimal timing and a robust assessment can still be made. Surveys should be undertaken using nationally recognised survey guidelines/methods, where available.
- 7.8 Reference should be made to CIEEMs Guidelines to assess when submission of a Preliminary Ecological Appraisal/Preliminary Roost Assessment is sufficient or where an Ecological Impact Assessment would be required. Ecology reports should include detail on how development proposals have taken into consideration the mitigation hierarchy in order to avoid, mitigate, compensate and offset any negative ecological impacts. Ecological surveys should follow the:
- Guidelines for Accessing and Using Biodiversity Data (March 2020);
  - Guidelines for Preliminary Ecological Appraisal (December 2017);
  - Guidelines for Ecological Impact Assessment in the UK and Ireland published by CIEEM (September 2018);
  - BS42020:2013 Biodiversity – Code of practice for planning and development; and
  - BS8683:2021 Process for designing and implementing biodiversity net gain. Specification.
- 7.9 Relevant applications should also be supported by a Defra **Statutory** Metric (the most recently published version of the metric should be used) and an associated BNG report. The associated report should include detail on how the Good Practice Principles for Development have been followed, baseline and post-development habitat maps (on and off-site) and condition assessments for baseline habitats, where applicable (on and off-site). Condition assessments should include details of the condition assessment criteria passed/failed, justification/evidence provided for this, and the anticipated condition assessments of proposed habitats post-development (on and off-site). Condition assessment sheets are offered in support of more recently published Defra **Statutory** Metrics and should be completed to support the associated **statutory** metric. When referring to the Biodiversity Metric User Guide it is advised that habitat surveys can be undertaken year-round, though it is important to note that the optimal survey season is April – September inclusive (for most habitat types). In the absence of seasonally appropriate survey data/evidence, the assessor must use a precautionary approach to assessing condition criteria which are not measured at a time of year when the survey is undertaken.

### Avoidance, Mitigation, Compensation and Offsetting

- 7.10 ~~At present there is no nationally agreed system for measuring biodiversity or geodiversity losses proposed on a site through a development and creating a comparable biodiversity element off-site (biodiversity compensation). It is likely that one will be made available in the near future. The LPA may choose to adopt such a 'metric' and apply it in cases where compensation works are the only possible solution – in which case a new policy will be produced and publicised. Until such time the LPA will continue to use its best judgement,~~

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~~based on precedents, as to what the appropriate compensation amount, as a monetary value, should be.~~

- 7.11** Biodiversity and/or geodiversity mitigation plans should be designed-in from the outset, with suitably qualified and experienced professionals being part of the design team to prevent conflicts of interest ensure the best outcomes for biodiversity and geodiversity. Any Landscape design plans/documents should clearly identify between ornamental plantings and 'green' features which are part of biodiversity retention /mitigation /enhancement. A maintenance plan for a minimum of 5 years should be provided — for example, if a valuable hedgerow or quarry is to be incorporated within a development, the application should state how it will be protected and managed. Planning applications will be expected to commit to not cover trees, hedgerows or other habitats with netting etc, prior to construction in order to exclude birds from nesting, etc.
- 7.12** Mitigation and enhancement proposals are welcomed that contribute to enlarging creating, enhancing bigger, better and more connected existing wildlife sites are welcomed. Creating new sites, and providing joined up and resilient ecological networks throughout the borough that contribute to the LNRS and the enhancement of biodiversity is crucial. This includes conserving and enhancing the form, local character and distinctiveness of the borough's natural assets such as the river corridors of the Don, the Dearne and Dove as natural floodplains and important strategic wildlife corridors.
- 7.13** Ecology and/or geodiversity reports submitted in support of planning applications should not only evaluate the site's importance, but also detail the mitigation and enhancement, etc proposals. ~~Relevant externally-held data sources should be contacted to provide their data as appropriate given the likely value of the features in the locality and proportionate to the development proposal. Report recommendations such as 'the applicant could should install.....' are insufficient: report authors consultant ecologists should work with applicants to offer clear measures which could that can be conditioned at planning decision stage. 2 key reference documents, the British Standard, BS 42020: 2013: Biodiversity: Code of Practice Planning and Development, and the CIEEM (2016) Guidelines for Ecological Impact Assessment in the UK and Ireland: Terrestrial, Freshwater and Coastal, 2nd edition, should be used by the applicant's ecologists when writing ecology reports to guide their evaluation and recommendations. Local Validation Requirements for planning applications have been adopted by the LPA which include biodiversity and geodiversity elements that state when relevant reports are required and outline what, broadly, is needed within them, these should also be referred to when completing reports to support an application.~~
- 7.14** A Habitat Management and Monitoring Plan (HMMP) will be secured by a legal agreement/planning condition to secure on/offsite gains the gain site and will need to be approved prior to commencement of development works. Information required within the HMMP will include;
- A recent landscape plan detailing the location of mitigation works and the size of each habitat/linear feature to be enhanced and/or created;
  - Management aims and prescriptions detailing the methods required to create and/or enhance each habitat/linear feature at the required quality for a period of 30 years;

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- A timetable of delivery for each habitat/linear feature created and/or enhanced;
- A schedule of ecological monitoring for a minimum 30 year period, identifying when key indicators of habitat/linear feature maturity should be achieved;
- Details on the monitoring of habitats and linear features and the provision of a report, which shall be provided to the LPA on the 1<sup>st</sup> November of each year of monitoring (years one, three, five, ten and every five years thereafter), which will assess the condition of all habitats and linear features created and/or enhanced and any necessary management or replacement/remediation measures required to deliver the Net Gain values set out in the HMMP; and
- A schedule of actions to be undertaken in case signs of failing are identified; the schedules must include details of technique(s) to be used, equipment to be used, roles and relevant expertise of personnel and organisations involved and timing of actions including submission of monitoring report to the Council.

**7.15** When secondary legislation and guidance for BNG is made available, this SPD will be updated accordingly.

**7.16** Precautionary measures to be adopted on site during construction works should also be detailed at the application stage (i.e. protection of retained vegetation, adjacent water course, etc.) and relevant guidance referred to. Again, further detail of this can be provided within a Construction Environment Management Plan (CEMP) required at the reserved matters/discharge of conditions stage.

**7.17** ~~– for example, if a valuable hedgerow or quarry is to be incorporated within a development, the application should state how it will be protected and managed. Planning applications will be expected to commit to no~~ The covering of trees, hedgerows or other habitats suitable for nesting birds with netting etc, prior to construction in order to exclude birds from nesting, will not be permitted.

**7.18** ~~Local Plan allocations have been assessed for their biodiversity value. Some site specific policies contain biodiversity requirements. Where the ecological assessments carried out to inform the Local Plan site selection process assessed a site as having medium or high biodiversity value, and that value has been eroded through the actions of a landowner, the site will still be expected to deliver net gains in biodiversity assessed against the Local Plan ecological assessment.~~

**7.19** ~~Barnsley's history of quarrying, mining and the building of regional transport infrastructure created a variety of old and valuable geological surface exposures but many of these are now becoming lost to infilling, neglect and development in both urban and rural situations. This dwindling of exposures takes on added significance since the ending~~ cessation of coal mining has prevented underground study of faults and strata in three dimensions, thereby leaving surface exposures as the only source of primary evidence. Some compensation for loss of the sub-surface data can be achieved by applying new technologies and techniques to surviving surface exposures, resulting in a wealth of valuable information on the geodiversity/geomorphological feature and its local/ regional structure. For these reasons, geoconservation is important. Some developments can create new geoconservation/geomorphological sites and opportunities, either temporarily, or possibly permanent. Where an application proposes that geoconservation/geomorphological assets will be lost or diminished, the applicant

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and their geoconservationists should consult the LPA and its geological advisors, Sheffield Area Geology Trust (SAGT) in drawing up proposals to mitigate any impacts.

- 7.20** ~~Some compensation for loss of the sub-surface data can be achieved by applying new technologies and techniques to surviving surface exposures, resulting in a wealth of valuable information on the geodiversity/geomorphological feature and its local and regional structure. For these reasons, geoconservation is important. Some developments can create new geoconservation/geomorphological sites and opportunities, either temporary, or possibly permanent. Where an application proposes that geoconservation/geomorphological assets will be lost or diminished, the applicant and their geoconservationists should consult the LPA and its geological advisors, Sheffield Area Geology Trust (SAGT) in drawing up proposals to mitigate the effects.~~
- 7.21** Prior to submission of any a planning application, all relevant geodiversity datasets should be gained, particularly those held by SAGT if a Regionally Important Geodiversity Site is located within 0.25 km of any given development. Geological sites should be recorded by suitably qualified and experienced geoconservationists/geomorphologists using the best means available, including photography and sampling, before the loss of/damage to the feature occurs. Information obtained in this way, by the cooperation of the developer, will be shared freely with the local museum service records centre and other publicly-owned stakeholders, for the benefit of the wider community with geological geomorphological interests.
- 7.22** The geoconservation and biodiversity needs at any one site are considered on a case by case basis but geoconservation aims to achieve the following goals:
- £To preserve the geological/geomorphological integrity of the site;
  - £To preserve its visibility and availability for scientific and educational use;
  - £To ensure workable, ongoing access arrangements after completion, and;
  - £To work to protect the value from any subsequent risks from the new landowners, tenants, or residents.

### **Nature Improvement Area**

- 7.23** ~~Within the NIA (Nature Improvement Area) we require specific biodiversity enhancements with developments over and above the minimum mitigation/compensation measures. Great nature spaces provide the ideal background for investment in housing and industry.~~
- 7.24** ~~The NIA Partnership has 2 main aims for development in the area:~~
- ~~1. The network of sites and places for nature across the NIA is restored and enhanced. This makes our important natural assets more useful for wildlife and more resilient in the future. In reality this means that the partnership will actively seek opportunities to infill and augment the nature network with new and restored wildlife sites.~~

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2. Where development of housing and Industry is appropriate, the LPA will support developers in the creation of sustainable sites that include good examples of sustainable drainage, incorporated high quality habitats and wildlife corridors and encourage the use of sustainable transport.

**7.25** This SPD does not describe detailed design guidance on how to realise the aims of the NIA Partnership. Instead, it identifies the key issues that should be reconciled, through good practice points, whilst also drawing attention to relevant policies, documents and contact names. A combination of all these components will, through appropriate negotiations, achieve a development proposal that will accord with the aims of the NIA.

**7.26** The quality of design of new development is a critical factor in ensuring the overall success of the NIA. The design of development should reflect the specific objective(s) for each site (e.g. biodiversity, public access, wood products etc). It is important that good design is used to provide and promote accessibility to the NIA for everybody in the borough. In turn, this will help to promote the economic vitality and viability of the area.

**7.27** Minor developments will not be required to contribute to ecological improvements in the NIA. Small housing developments, up to ten units, and conversions of traditional buildings have not been covered in the specific guidance relating to the NIA but would be subject to the existing validation process and planning policy requirements of the relevant planning authority. Therefore, only development proposals of a scale that can contribute a significant, quantifiable benefit, or conversely undermine the ability, i.e. a loss of wetland areas, of the NIA to meet its aims and objectives should be subject to this SPD.

**7.28** Such quantifiable, significant benefits could include:

- New woodland;
- New wetland;
- Enhancing areas of poor environmental quality;
- Improving public access, or
- Improving the management of existing habitats;

**7.29** Development proposals considered by the LPA to be of a scale that would significantly impact on the delivery of the aims and objectives of the NIA, shall seek to enhance and improve the ecological network of the valley by incorporation of features and design principles that follow the conservation principles supported in the Natural Environment White Paper.

**7.30** Within the NIA we would expect to see developments come forward where the natural environment has been taken into consideration early in the design process and connection through and around the development site with the wider habitat networks is delivered. Small commercial and retail development sites (less than 1,000 m<sup>2</sup>) and sites

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with limited ecological interest are expected to provide modest enhancements. Major developments<sup>3</sup>, including business parks, particularly those in close proximity to river corridors or NIA key sites, will be supported to incorporate positive full-site biodiversity measures including comprehensive sustainable drainage systems and landscape schemes. Such sites will be expected to provide connectivity throughout the site and link to sites and features outside the site. It is recommended that such schemes are included in master planning and are agreed at an outline stage to prevent inconsistent and piece-meal delivery.

- 7.31** Where a development agreement involves a commuted sum arrangement in relation to the delivery of biodiversity (or drainage) elements the NIA partnership should be involved in discussions to agree those elements. Where possible, such arrangements should aim to support the delivery of NIA aims.
- 7.32** We would welcome applications that seek to provide improvement for the priority species listed in Appendix B.
- 7.33** Opportunities for biodiversity enhancements in developments by size of development are suggested in Appendix C.
- 7.34** Case studies relating to innovative biodiversity enhancements on new developments can be viewed in Appendix C.

## 8. Further information

- UK National Ecosystem Assessment, <http://uknea.unep-wcmc.org> (2011)
- National Planning Policy Framework (NPPF) — review 2018: <https://www.gov.uk/government/publications/national-planning-policy-framework-2> includes sections copied in the text above to the following footnotes:
  - *56 Circular 06/2005 provides further guidance in respect of statutory obligations for biodiversity and geological conservation and their impact within the planning system.*
  - *57 Where areas that are part of the Nature Recovery Network are identified in plans, it may be appropriate to specify the types of development that may be suitable within them.*
  - *58 For example, infrastructure projects (including nationally significant infrastructure projects, orders under the Transport and Works Act and hybrid bills), where the public benefit would clearly outweigh the loss or deterioration of habitat.*
- Natural Environment White Paper (2011): <https://www.gov.uk/government/publications/the-natural-choice-securing-the-value-of-nature>
- Barnsley Biodiversity Trust: <http://www.barnsleybiodiversity.org.uk/>

<sup>3</sup> As defined in Article 2(1) of the Town and Country Planning (Development Management Procedure) (England) Order 2015 and subsequent updates

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- The current Barnsley *Biodiversity Action Plan* is viewable either directly from the Trust's homepage or here:  
<http://www.barnsleybiodiversity.org.uk/Barnsley%20BAP%202009.pdf>
- British Standard **BS 42020: 2013: Biodiversity: Code of Practice Planning and Development:** <https://shop.bsigroup.com/ProductDetail/?pid=000000000030258704>
- *CIEEM (2016) Guidelines for Ecological Impact Assessment in the UK and Ireland: Terrestrial, Freshwater and Coastal, 2nd edition.* (CIEEM)
- Links to updated lists of current Local Sites in Barnsley (non-statutory sites): Local Wildlife Sites (LWS): <http://www.barnsleybiodiversity.org.uk/localsites.html> Local Geology Sites/ Regionally Important Geological and Geomorphological Sites: <http://www.sagt.org.uk/>
- Multi-Agency geographic information website:  
<https://magic.defra.gov.uk/MagicMap.aspx> – click on 'designations' and make 'live' tab for 'land-based designations' and 'statutory'; uncheck 'less-favoured areas' and 'nitrate vulnerable zones'.
- Environment Agency – Humber River Basin District Management Plan  
<https://www.gov.uk/government/publications/humber-river-basin-district-river-basin-management-plan>
- <https://www.legislation.gov.uk/ukpga/1981/69> **The Wildlife and Countryside Act 1981 (as amended)**
- <https://www.legislation.gov.uk/ukdsi/2019/9780111176573> **The Conservation of Habitats and Species (Amendment) (EU Exit) Regulations 2019**
- <https://www.legislation.gov.uk/ukpga/1992/51/contents> **The Protection of Badgers Act 1992**
- <https://www.legislation.gov.uk/ukpga/2021/30/contents/enacted> **Environment Act 2021**
- <https://www.legislation.gov.uk/ukpga/2006/16/contents> **Natural Environment and Rural Communities Act 2006**
- <https://www.legislation.gov.uk/uksi/1997/1160/contents/made> **The Hedgerow Regulations 1997**
- <https://www.legislation.gov.uk/ukpga/2000/37/contents> **Countryside and Rights of Way Act 2000**
- <https://www.legislation.gov.uk/uksi/2012/605/contents/made> **The Town and Country Planning (Tree Preservation)(England) Regulations 2012**
- [https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/7692/147570.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/7692/147570.pdf) **Government Circular: Biodiversity and Geological Conservation – Statutory Obligations and Their Impact Within the Planning System**
- [www.barnsleybiodiversity.org.uk](http://www.barnsleybiodiversity.org.uk) **Barnsley Biodiversity Trust**
- <https://www.barnsley.gov.uk/media/17249/local-plan-adopted.pdf> **Barnsley Local Plan**
- <http://jncc.defra.gov.uk/page-6189>
- <https://magic.defra.gov.uk/> **MAGIC interactive mapping portal**
- <https://www.barnsley.gov.uk/services/parks-and-open-spaces/wildlife-conservation-and-biodiversity/> **Barnsley Parks and Greenspaces**
- <https://cieem.net/resource/guidelines-for-accessing-and-using-biodiversity-data/> **Guidelines for Accessing and Using Biodiversity Data in the UK**

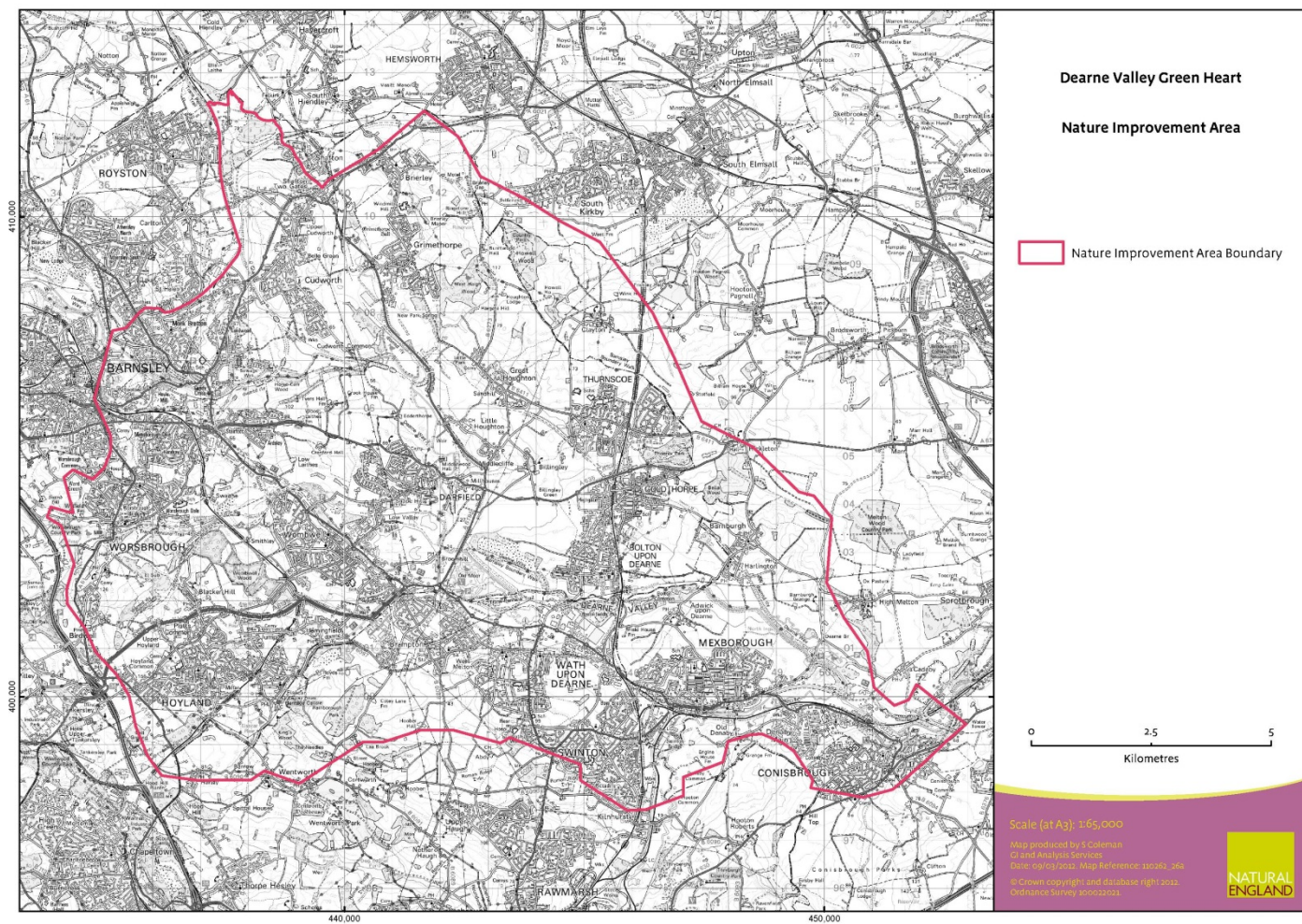
## Supplementary Planning Document: Biodiversity and Geodiversity

- <https://cieem.net/resource/guidelines-for-ecological-impact-assessment-ecia/>  
**Guidelines for Ecological Impact Assessment (EclA)**
- <https://shop.bsigroup.com/ProductDetail/?pid=000000000030258704> **BS42020:2013 Biodiversity. Code of practice for planning and development**
- <https://knowledge.bsigroup.com/products/process-for-designing-and-implementing-biodiversity-net-gain-specification/standard> **BS8683: 2021 Process for designing and implementing Biodiversity Net Gain. Specification**
- <https://cieem.net/wp-content/uploads/2019/02/Biodiversity-Net-Gain-Principles.pdf>  
**Biodiversity Net Gain Good practice principles for development**
- <https://www.barnsley.gov.uk/media/15707/barn-conversions-spd.pdf> **Barnsley Supplementary Planning Document – Barn Conversions**
- <https://nbn.org.uk/stateofnature2019/reports/> **State of Nature Reports**
- <https://www.gov.uk/government/consultations/consultation-on-biodiversity-net-gain-regulations-and-implementation/outcome/government-response-and-summary-of-responses> **BNG Consultation responses - Government response and summary of responses**
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# Supplementary Planning Document: Biodiversity and Geodiversity

## Appendix A - Detailed map of Dearne Valley Green Heart 'Nature Improvement Area'



## Supplementary Planning Document: Biodiversity and Geodiversity

### **Appendix . ~~Priority Species for Dearne Valley Green Heart 'Nature Improvement Area'~~**

We would welcome applications that seek to provide improvement for the focal species of the NIA as set out below:

- ~~Lapwing~~
- ~~Redshank~~
- ~~Snipe~~
- ~~Wintering teal~~
- ~~Wintering wigeon~~
- ~~Wintering bittern~~
- ~~Barn owl~~
- ~~Willow tit~~
- ~~Water vole~~
- ~~Brown hare~~
- ~~Noctule bat~~
- ~~Grass snake~~
- ~~Dingy skipper~~
- ~~Wild flowers~~

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**Appendix A.— Opportunities for biodiversity enhancement in new development**

Applicants are expected to provide biodiversity features from the below lists proportionate to the size of the development, the proposed impacts of the site and in relation to nearby habitats.

<b>Smaller scale commercial and industrial buildings e.g. retail, factories, offices and warehouses (less than 1000m<sup>2</sup>)</b>			
Native species hedgerow planting	Provide shelter and screening for development. Nesting sites, food and shelter for birds, insects and small mammals. Provide corridors for wildlife linking areas of habitat.	<a href="http://apps.rhs.org.uk/advicesearch/profile.aspx?pid=377">http://apps.rhs.org.uk/advicesearch/profile.aspx?pid=377</a>	Hedges can be predominantly hawthorn, with a mixture of blackthorn, hazel, dog rose, holly, willow and elder included.
Insect boxes/ Bee hotel	Shelter and nesting sites for invertebrates including bees.	<a href="http://www.wildaboutgardens.org.uk">www.wildaboutgardens.org.uk</a>	
Bird boxes	Encourages and supports nesting birds, can be incorporated into roof space.	<a href="http://www.rspb.org.uk">www.rspb.org.uk</a>	Aim to install minimum 2 artificial nest sites per new unit. Unless there are trees or buildings which shade the box during the day, face the box between north and east, thus avoiding strong sunlight and the wettest winds.
Tree planting	Improves setting of development, provides shelter. Attracts birds, mammals and insects providing food, shelter and nesting sites.	<a href="http://www.woodlandtrust.org.uk">www.woodlandtrust.org.uk</a>	Frogs, toads, hedgehogs, beetles and other insects shelter underneath or among the gaps of rotting logs. Create a log pile by loosely arranging together old branches or pieces of log. Leave bark on and use a variety of species if possible.
Ponds and soak-a-ways	Improve setting of development. Habitat for amphibians, birds and wetland plants.	<a href="https://freshwaterhabitats.org.uk/news/pond-conservation-now-freshwater-habitats-trust/">https://freshwaterhabitats.org.uk/news/pond-conservation-now-freshwater-habitats-trust/</a>	
Living Roofs	Provide habitat for insects and birds. Reduce water runoff and increase insulation.	<a href="http://www.livingroofs.org">www.livingroofs.org</a> <a href="http://www.grassroofcompany.co.uk">www.grassroofcompany.co.uk</a>	
Swift bricks/ internal nest boxes	Provide access to nesting sites for swifts and other birds which use buildings.	<a href="http://www.concernforswifts.com/">www.concernforswifts.com/</a> <a href="http://www.swift-conservation.org/">www.swift-conservation.org/</a>	Incorporate swift nest bricks around the top of commercial buildings, they do not have to be on a visible façade.

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SuDS	Habitat for wetland plants and invertebrates. Valuable for amphibians especially where standing water provided. Add to the setting of a development as part of the green space requirement.	<a href="https://www.rspb.org.uk/globalassets/download/s/documents/positions/planning/sustainable-drainage-systems.pdf">https://www.rspb.org.uk/globalassets/download/s/documents/positions/planning/sustainable-drainage-systems.pdf</a>  <a href="https://www.ciria.org/Resources/Free-publications/SuDS-manual-C753.aspx">https://www.ciria.org/Resources/Free-publications/SuDS-manual-C753.aspx</a>	Developers should be careful to check with bodies adopting/ maintaining any new SuDS scheme for any restrictions in relation to planting and maintenance.
Use of native tree and shrub species in landscaping	Provide shelter and screening. Provide nesting sites and food for birds and insects.	<a href="http://www.tdag.org.uk/trees-in-the-townscape.html">http://www.tdag.org.uk/trees-in-the-townscape.html</a>  <a href="https://www.tcpa.org.uk/fact-sheet-green-infrastructure-and-biodiversity">https://www.tcpa.org.uk/fact-sheet-green-infrastructure-and-biodiversity</a>	Species to consider depend on site conditions and location and include oak (pedunculate and sessile), rowan, willow sp, wych elm, ash, birch (downy and silver), bird cherry, hazel, elder, alder, aspen, guelder rose, crab apple, hawthorn, blackthorn, broom, gorse, dog rose, juniper, holly.
Green walls/ habitat walls, Willow fedge (fence/hedge).	Can provide excellent visual features. Shelter, food and nesting sites for birds and insects. Willow in particular is inexpensive and easy to establish from cuttings.	<a href="http://www.livingroofs.org">www.livingroofs.org</a>  <a href="http://www.grassroofcompany.co.uk">www.grassroofcompany.co.uk</a>	Hedges require annual maintenance.
Introduce wildflowers into verges.	Food plants for butterflies and other insects.	<a href="https://plantlife.love-wildflowers.org.uk/road-vergecampaign">https://plantlife.love-wildflowers.org.uk/road-vergecampaign</a>	Many grasses are tolerant of fairly high levels of salt but the following are particularly salt tolerant and may be suitable for roadside verges; red fescue, creeping bent, Yorkshire fog, creeping soft grass.
<b>Major development including residential, commercial, minerals or waste *</b>			
<b>As above plus SuDS</b>	Creation of ponds or wetland habitats will support a variety of wetland plants and attract birds and insects. Even small areas of permanent water or wetland vegetation in detention basins can be beneficial.	See links for SuDS and ponds and soak-a-ways above.	Consider reed beds or willow filtration systems as alternatives for water treatment. Living roofs may be most appropriate to deal with surface water where space is limited.

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Incorporate habitats/features within green space to create green corridors.	Retain existing wildlife habitat within the development. Links with other natural areas and the surrounding countryside are important to allow movement of wildlife along corridors.  This contributes to a developments green space requirements.	<a href="http://www.woodlandtrust.org.uk">www.woodlandtrust.org.uk</a>	Link existing wildlife habitat and/or newly created green spaces with strategically placed trees, shrubs, hedges, dry stone wall or grass verge.
Habitat creation and restoration of existing habitats.	Contribute to meeting Local Biodiversity Action Plan targets for priority habitats. Creating/restoring high quality green space to enhance development. Consider wildflower grassland, native species woodland and wetland habitats. This contributes to a developments green space requirements.	<a href="http://jncc.defra.gov.uk/page-5706">http://jncc.defra.gov.uk/page-5706</a>  <a href="https://www.tcpa.org.uk/fact-sheet-green-infrastructure-and-biodiversity">https://www.tcpa.org.uk/fact-sheet-green-infrastructure-and-biodiversity</a>	Consider opportunities to re-meander canalised streams and rivers.
Use of nectar rich species and food plants for caterpillars in landscaping.	Benefits for butterflies, moths and other insects.	<a href="https://butterfly-conservation.org/">https://butterfly-conservation.org/</a>	
Buffer strips along watercourses and ditches.	Improvements to quality of water, habitat for wildlife, linear habitat and corridor for the movement of wildlife.  This contributes to a developments green space requirements.	Natural England Technical Information Note TIN099 2011 Protecting water from agricultural run-off: water retention measures <a href="https://www.gov.uk/guidance/rules-for-farmers-and-land-managers-to-prevent-water-pollution">https://www.gov.uk/guidance/rules-for-farmers-and-land-managers-to-prevent-water-pollution</a>  <a href="https://www.buglife.org.uk/sites/default/files/Ponds_web_0.pdf">https://www.buglife.org.uk/sites/default/files/Ponds_web_0.pdf</a>	
Use show home garden or demonstration area on industrial site to demonstrate wildlife gardening.	Food and shelter for birds, insects and amphibians.	<a href="http://downloads.gigl.org.uk/website/Wildlife%20Gardening%20Pack.pdf">http://downloads.gigl.org.uk/website/Wildlife%20Gardening%20Pack.pdf</a>	Include use of bat boxes/bird boxes/bee hotels, log piles, planting to encourage butterflies, bumble bees and birds. Wet areas/pond for common frog, newts and damselflies.
Develop a site/Company Biodiversity Action Plan (BAP).	Contribute to Local and English Biodiversity Action Plan targets and create a work/development site providing a network of habitats.	<a href="http://www.businessandbiodiversity.org/action-company_bap.html">http://www.businessandbiodiversity.org/action-company_bap.html</a>	All/any of the options listed above could be incorporated into a Site/Company BAP.

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\* Major development as defined in Article 2(1) of the Town and Country Planning (Development Management Procedure) (England) Order 2015

### Case Studies: Urban Green Infrastructure for Biodiversity



#### Introduction

The intention is to provide examples of a range of urban green infrastructure interventions, including green roofs, living walls, sustainable drainage schemes and species-rich grasslands. These examples are multi-functional and demonstrate how biodiversity can be enhanced whilst various ecosystem services are provided, including flood management and cooling. Costs are provided where available and are only indicative. It should be noted that for relatively small, novel schemes, establishment costs may be relatively high. Installation or establishment costs will fall as the industry adapts to new techniques. Maintenance costs of small schemes also tend to be relatively high when compared with larger schemes on a pro-rata basis.

#### Biodiverse Extensive Green Roofs

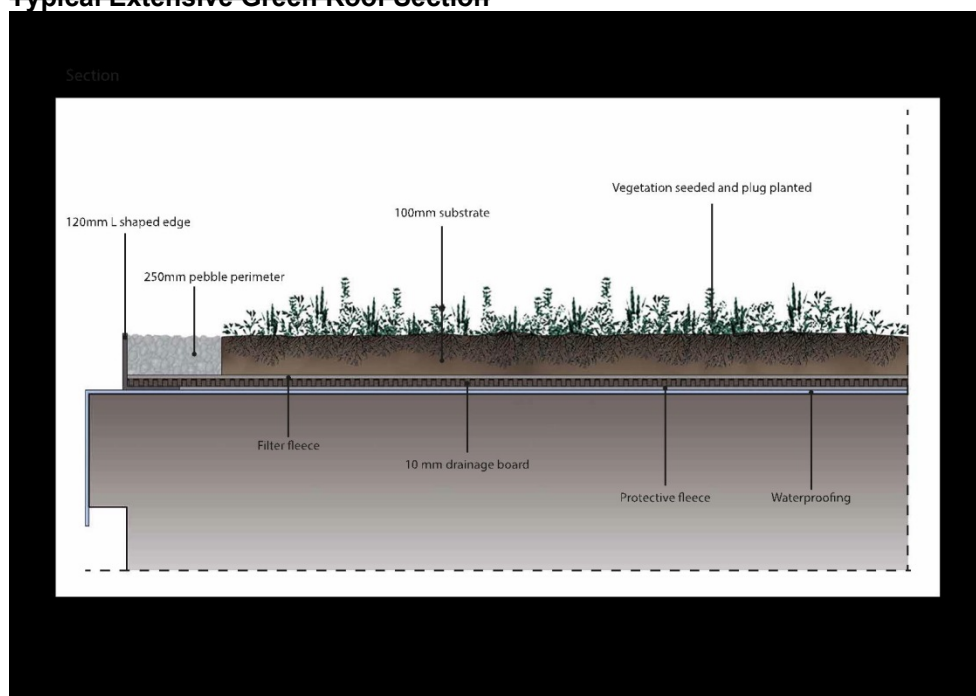
Biodiverse extensive green roofs are typified by free draining and water absorbent substrates of varying depth. They often include dead wood habitat, stones or pockets of bare sand. They are vegetated with predominantly native drought tolerant wildflowers. Sedum is usually included, however the industry norm of Stonecrop (*Sedum* sp.) dominated vegetated blankets should be avoided because they do not support a sufficiently diverse assemblage of flora and fauna and may not provide sufficient water attenuation. There should be a presumption for any proposals for biodiverse extensive green roofs to include a minimum of 80 mm substrate depth, a standard set in the UK by the Green Roof Code from The Green Roof Organisation (2011 to be updated 2014).

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Biodiverse extensive green roofs are relatively lightweight and low maintenance. Specifications with proven ecological value for foraging birds and invertebrates were pioneered by the Green Roof Consultancy <http://greenroofconsultancy.com>. For further information on how to attract invertebrates to green roofs see also the report by Buglife — The Invertebrate Conservation Charity.

<http://www.buglife.org.uk/sites/default/files/Creating%20Green%20Roofs%20for%20Invertebrates%20Best%20practice%20guidance.pdf>

### Typical Extensive Green Roof Section



### Green Roof Example 1: Ruislip Central Line Depot Roof London Underground Limited

This is a retrofit demonstration project. The primary purpose is to absorb and slow down rainfall runoff and to reduce the risk of surface water flooding, however the brief also required an approach that enhanced biodiversity. It was important that saturated weight did not exceed  $100\text{kg/m}^2$ , a requirement of this roof and many other London Underground train sheds with relatively lightweight structures.

Two adjacent biodiverse extensive green roofs types covering a total area of  $122\text{m}^2$  have been installed on a flat roof section at the depot. One section has a typical extensive green roof build up with protection sheet over the original waterproofing, drainage board, filter fleece with Optigreen extensive green roof substrate and the other section has been constructed using an experimental approach. Both plots are vegetated with sedum cuttings and seeded/planted with native annual and perennial wildflowers.

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Monitoring devices have been installed in two downpipes of one of the biodiverse green roofs and two down pipes of a conventional control roof to measure the water attenuation.

Construction Costs: £80/m<sup>2</sup> (Total £10,000)

Running Costs: £200 (annual check of drainage outlets)

Design and Installation by Green Roof Consultancy Ltd

Monitoring by University of East London

Funding by Greater London Council through Drain London

Image: Green Roof Consultancy



### **Green Roof Example 2: Factory, Sins, Switzerland Gemperle AG**

Swiss Federal law requires green roofs on all large commercial buildings. The conservation of biodiversity is usually the primary objective with roof greening in Switzerland. In this case the owners also wanted to keep the building cooler in summer to improve the comfort of workers. This is an example of an extensive green roof on a new-build factory/storage building.

There are two sections, one flat and the other barrel vaulted. The build-up includes 100mm depth of commercially available recycled crushed-brick based substrate placed above a filter sheet and polystyrene drainage board. Areas of pebbles, stone and logs are also included to provide habitat diversity. There is also an area of shallow ephemeral pond. The roof is vegetated by wildflower seed and sedum cuttings of local provenance.



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Maintenance of the roof is minimal, with an annual check of downpipes. Although this roof is not designed for ground nesting birds and may be too small for that purpose, many of the larger green roofs on industrial buildings in the Zurich area provide nesting habitat for Lapwing.

Area: Total of 1250m<sup>2</sup>: the flat roof section measuring approximately 450m<sup>2</sup> and the other barrel vaulted section, measuring approximately 800m<sup>2</sup>.

Construction Cost: £50 per m<sup>2</sup> (70 CHF)

Running Costs: £100 (estimated) – annual check of drainage outlets

**Roof shortly after installation with annuals prominent (Image: Green Roof Consultancy)**



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**Overview after establishment (Image: Gemperle AG)**



**General view of factory (Image: Gemperle AG)**



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**Green Roof Example 3:  
Kemp House, Soho, London  
City West Homes**

Two biodiverse extensive green roofs covering an area of 330m<sup>2</sup> retrofitted on a social housing block with the primary aim of meeting the City of Westminster and London's Biodiversity Action Plan targets, creating habitat for the rare Black Redstart and invertebrate species. Further targeted benefits were also to cool the rooms below and to reduce surface run-off by storing rainwater. The build-up comprises Optigreen substrate at a depth that meets the GRO Code (80mm) with plug-planted sedum mat, with some areas that have been mounded with additional material and seeded. There are over 30 species of native wildflowers. In addition spring bulbs and log piles provide a range of habitats for both rare invertebrates. Immediately after installation three Black Redstarts were observed on the roofs and this species is now breeding for the first time in Soho. Residents within this social housing complex are able to view both green roofs from their windows and from the roof top garden adjacent to one area of biodiverse green roof.

Construction Cost: (£75 per m<sup>2</sup> (Total £ 25,000)

Maintenance Costs: £200 per annum (check of drain outlets, weeding)

Design by Green Roof Consultancy, materials supplied by Optigreen, seed from Emorsgate, plug plants from Boningales and installation by Landmark Living Roofs

**Image: Landmark Living Roofs/Optigreen**



## Supplementary Planning Document: Biodiversity and Geodiversity

**Green Walls****Green Wall Example 1: Vertical Rain Garden****Tooley Street, London****Team London Bridge**

This is a 25m<sup>2</sup> modular living wall combined with rainwater storage tanks. Downpipes from the pitched roof above are diverted into the tanks which are at the rear of the planters, between the planters and the supporting wall. Water slowly seeps through the modules, which makes the living wall self-watering thereby avoiding the need for pumped irrigation or use of potable water. The purpose is to reduce localised surface water flooding during intense summer storms where Tooley Street meets Tower Bridge Road. The planters are filled with intensive green roof substrate and native and non-native planting is combined to provide value for biodiversity and visual amenity.

Species include ivy *Hedera helix*, elephant's ears *Bergenia cordifolia*, hart's-tongue fern *Asplenium scolopendrium*, scaly male fern *Dryopteris affinis* and periwinkle *Vinca major*. Maintenance is four visits per annum for weeding and replacement of lost/damaged plants

Construction Cost: £ 10,000

Maintenance Costs: £400/annum (two annual inspections for weeding/replanting)

Designed by Green Roof Consultancy and supplied and installed by Treebox Ltd.

Funding provided by the Greater London Authority through Drain London.



## Supplementary Planning Document: Biodiversity and Geodiversity

### Green Wall Example 2: Wire Trellis Stucki Shopping Centre, Basel, Switzerland

A vegetated façade created by tensioning stainless steel wires between anchors in the ground and on the roof of a commercial building. Climbing and trailing plants have been trained onto the wires from the beds below and the roof above to provide screening and habitat. The beds below receive run-off from the adjacent path so that the intervention constitutes a SuDS feature and the plants and do not require irrigation (except during establishment).

Such planting can attract invertebrates and birds seeking shelter, food and nesting opportunities in otherwise unused space. A range of attractive wildlife friendly native species can be selected to provide interest that is evergreen or deciduous, flowering and fruiting and can be utilised even in shaded conditions. Species used include Honeysuckle *Lonicera* species, Clematis *Clematis armandii*, vines *Vitis cognata*, ivy *Hedera helix*, Boston ivy *Parthenocissus quinquefolia* and star jasmine *Trachelospermum jasminoides*. Ivy a native evergreen climber with glossy foliage and nectar rich flowers which will provide bee species with much needed food sources over autumn and winter. Annual maintenance is required to cut back unwanted shoots and replace any losses.

Shading and reduction of airborne pollutants are amongst the other benefits to this type of planting.

Area: 50 linear metres with height of 20m (1000m<sup>2</sup>)

Cost: £7500 (based on estimate of £150 per linear metre) Cost per unit area is highly variable depending on height.

Information provided by Dr. Nathalie Baumann, University of Zurich

Image: Gary Grant



## Supplementary Planning Document: Biodiversity and Geodiversity

### Sustainable Drainage Features

The principles of the design concept of Sustainable Drainage Systems (SuDS) are to mimic natural drainage by intercepting rain via vegetation, storing runoff in the soil or waterbodies and releasing it slowly (attenuation) and by promoting evapo-transpiration. Where ground conditions permit water may also soak into the ground (infiltration). Water may also be slowly transported on the surface through swales. In this way the risk of flood is reduced, pollution is reduced, biodiversity increased and amenity improved. SuDS can involve a wide range of components including green roofs, permeable paving, specially designed tree pits, rain gardens, swales and ponds. This section concentrates on schemes which include ponds. Reviews by DEFRA and CIRIA have shown that when SuDS are considered early in a project, considerable savings can be made in the capital cost of drainage projects, because the use of most expensive underground pipework can be avoided and replaced by soft, surface features.

#### SuDS Example 1:

#### The Manor Pond Estate, Sheffield, South Yorkshire

#### Manor and Castle Development Trust, Bellway Homes, Local Authority

This project includes a series of ponds and basins within a regenerated housing estate comprising 300 houses and service roads. The SuDS scheme is located on adjacent council owned public open space. Water enters the site and is then managed through a series of basins, dropping down through the contours of the site. The opportunity of using the adjacent park, with its watercourse, to store and treat water seemed appropriate and an opportunity to demonstrate better practice. The top basin acts as the main facility for silt collection and pollution interception. Lower down are sand filters installed behind mortar free stone walling on vertical faces in the lower courses to allow water movement. These filters manage flow at a rate determined by the resistance of the filter and the exit pipe size. This low flow passes down to the next basin below through a shallow low flow channel. If either of the upper two basins is unable to contain and release water through their filters, overflow occurs through a grassed by-pass swale, which leads down to the next basin. The third basin has a volume release control out to an existing dry valley, which leads to the watercourse. If the third basin is unable to handle flow this overflows onto a grass arena as shallow flow and exits through a further control device down to the dry valley. Turf was used to vegetate and stabilise vulnerable areas of the system such as overflow channels and the wet benches of the basins so that the system could be operational at an early date. The permanent ponds are vegetated with reed mace and other marginal aquatic vegetation.

Construction Cost: (Pond elements only) £200/m<sup>2</sup>.

Maintenance Costs: (for whole Manor Pond Estate SuDS system): £10,000 per annum (commuted sum of £250,000 provided for 25 years)

Both capital and revenue costs of the scheme are claimed to be less than a conventional system. As the conventional system which was originally included in the budget was extremely expensive this gave the project team a strong position to argue for a suitable commuted sum for maintenance.

Information from [Susdrain case studies Website](#)

## Supplementary Planning Document: Biodiversity and Geodiversity

**Image: SusDrain****SuDS Example 2:****Upton, Northampton**

**English Partnerships, Pell Frischman Engineers, The Prince's Foundation, Northampton Borough Council and County Council, Anglian Water, The University of Northampton's School of Science and Technology**

This example demonstrates the use of retention ponds and wetland habitat within a 43ha housing development on green field land. The development — 6000 residential homes, schools, works and retail and community units — was intended to provide an exemplar sustainable community that forms the first part of a major urban extension to Northampton.

The SuDS scheme comprised surface drainage designed to capture roof and road rainwater runoff from the estate (with an additional conventional underground piped system). This runoff travels via permeable paving and open, linked swales (many of which hold water behind stop logs) leading to a series of retention ponds located in a new area of parkland beyond the site into the local green infrastructure; the River Nene Country Park.

The SUDS components were designed to address hydraulic balance, reduce flood risk to Northampton, trap sediment and improve water quality whilst enhancing biodiversity.

Public engagement and monitoring of the SuDS within this housing development site has been carried out since 2003. This project has been used to inform how SuDS can be managed to benefit wildlife, residents and will enable planners and developers to use best practice in providing additional SUDS habitats for local biodiversity and people.

## Supplementary Planning Document: Biodiversity and Geodiversity

Monitoring by ecologists at the University of Northamptonshire has shown that the ponds attract 14 species of dragonfly as well as other wildlife.

Construction Cost: £150-200/m<sup>2</sup> (pond elements only varies according to overall size and control structures)

Maintenance: £2/m<sup>2</sup> per year (estimated)

Information from English Partnerships – now the [Homes and Communities Agency](https://www.homesandcommunities.gov.uk/) (HCA) and <https://www.northampton.ac.uk/>.



### **Invertebrate 'Hotel' Lend Lease HQ Staff Roof Garden The Green Roof Consultancy**

Two large invertebrate hotels were installed as part of the Lend Lease's HQ staff roof garden. One panel was fixed to a wall and another formed a screen. Each panel was constructed of a number of modules. Each model consisted of untreated reclaimed timber and hardwood logs with a large number of drilled holes. In order to attract a range of species (primarily but not limited to those from the *Osmia* genus of solitary bees) holes varied in diameter from 2mm to 10mm and were 90mm deep. The panels were oriented to face south to maximise use by a range of invertebrate species, including solitary bees, wasps and spiders. The invertebrates can gain shelter and breed during the year, and the panels are also an overwintering habitat for some species. Such a resource can aid local populations, which in turn conduct essential ecological roles including pollination and pest control and provide a food source for other species such as birds and bats. The panels provide nesting conditions mimicking brood chambers for egg laying and larva development. Suitable locations would include sunny facades sheltered from wind or rain, with



## Supplementary Planning Document: Biodiversity and Geodiversity

planting of wildlife value located nearby to provide nectar, fruits, seeds and pollen. The panels are fixed to walls or frames but could be is free standing if required. Roof top or ground level installations are possible.

Area: 9m<sup>2</sup>.(one panel)

Supply/Installation Costs: £500/m<sup>2</sup>

Running Costs: Nil

**Lend Lease Roof Garden Invertebrate Hotel (Image: Green Roof Consultancy)**



## Supplementary Planning Document: Biodiversity and Geodiversity

### ~~Biodiverse Grassland~~

#### ~~Preamble:~~

~~The costs of establishing biodiverse or species-rich grassland are similar to the costs of establishing conventional amenity grassland. The cost of maintaining biodiverse grassland is lower, because frequent mowing regimes are usually replaced by one or two annual cuts, however adjusting to new maintenance regimes does require slightly different equipment and techniques.~~

~~The establishment of biodiverse grassland and conventional amenity grassland are similar processes, involving seeding or turfing, however with biodiverse swards, low nutrient levels are desirable to ensure that aggressive grasses do not dominate. Therefore the use of nutrient-rich topsoil should be avoided wherever possible when establishing species-rich grasslands. Sub-soil or sandy or stony material is ideal. Direct seeding of existing amenity or improved grassland with wildflowers or a simple relaxation of cutting regime rarely has the desired effect of creating a species-rich sward. Some enhancement may be possible by plug-planting wildflowers, although this is relatively expensive. It is advisable to strip and re-seed or re-turf improved or amenity grassland wherever possible.~~

~~Existing or proposed areas of amenity grassland or any plot of unutilised land may be enhanced through re-seeding or planting and amended management practices. Such techniques will increase the plant and insect diversity, which will in turn attract bird and mammal species.~~

~~When selecting a wildflower mix it is important to choose species ecologically suited to the site. Cornfield annuals and short-lived biennials establish easily to give immediate effect and act as a nurse crop. This will support long-lived perennial species that are nationally common and typical of the area. Where possible, less common plant material should be sourced locally under licence. Projects should also reflect cultural links and local character and the overall effect should be visually attractive and varied throughout the growing season.~~

~~A wide range of commercially available plants/seeds of value to wildlife can be utilised, including wildflower seed mixes, bulbs and plug plants of perennial flowers. A carefully selected locally appropriate palette of native plants used in natural associations can provide ornamental value for the majority of the year as well as providing valuable habitat including seed, pollen, nectar sources for invertebrates and birds from early summer through to winter.~~

~~A wildflower seed mix can be sown into a prepared bed or combined with a suitable grass seed mix such. Several seed houses provide mixes for specific soils and situations (e.g. the [Emorsgate EL1F](#) wild flowers for lawns). Timing of cutting to allow self-seeding to occur, and the removal of arisings will control nutrient levels whilst enabling flowering plants to persist along with relaxed mowing around trees and margins will provide undisturbed over-wintering habitat for invertebrates and important foraging resources for birds.~~

## Supplementary Planning Document: Biodiversity and Geodiversity

### Grassland Example 1: London House Sparrow Parks Project, RSPB, London Parks and SITA

A three year research project in nineteen London parks using 25 trial areas sown with grass and wild flower mixes. The aim of the project was to study the use of the plots for insect and seed based food sources by the House Sparrow with a view to selecting the best mix to support local populations. Parks included Waterlow Park in Camden; Hampstead Heath in City of London; Laycock Green, Paradise Park and Whittington Park in Islington; Leyton Marshes, Tottenham Marshes and Water Works Nature Reserve in Lee Valley Regional Park; The Green park, Hyde park, Kensington Gardens and Primrose Hill in the Royal Parks; Burgess Park and Peckham Rye Park in Southwark; Beddington Park, Cheam Park, Perrets Field, Rose Hill park East and St. Helier Open Space in Sutton; and Tooting Bec Common in Wandsworth.

The plot types were as follows:

- Long grass – comprising the existing park grassland, but instead of regular mowing this was left uncut to go to seed, which would then be utilised by seed eating bird species including house sparrow, and to provide overwintering habitat for invertebrates.
- A native wildflower meadow mix – where a mix of native grass and flower species were seeded in order to produce nectar and seeds and sheltering habitat for invertebrates. Maintenance involved annual cut with cuttings removed.
- ‘Wildlife Seed’ plots – using a bespoke mix of flowers and field margin species that will produce seeds for birds and also be beneficial to invertebrate species. Re-seeding is necessary each year.

Seed mixes were sourced from [Kings Seed](#) and [Emorsgate](#).

All of the trial plots showed biodiversity benefits achieved by improvements to local habitat quality and increased abundance of local invertebrate populations than the traditionally managed amenity grassland. House sparrows need a high protein diet for chicks during weaning in spring and summer and are typically fed insects by their parents; adult birds need more carbohydrate rich foods and so tend to utilise seeds.

Areas: <0.1 ha for wildlife seed plots, average of 0.5ha for the other two treatments.

Establishment Costs:

‘Long grass’: £680 per hectare (7p/m<sup>2</sup>)

Wildflower Meadow: £3,452 per hectare (34p/m<sup>2</sup>)

‘Wildlife Seed’: £12,120 per hectare (£1.21/m<sup>2</sup>)

Maintenance Costs: Typically £1200 per hectare or 12p/m<sup>2</sup> (for larger wildflower meadows) Management costs and effort were lowest for the longer grass plot type (although this is the least effective). Costs and management efforts were highest in the first year of wildflower establishment. Costs and management effort for the wildlife seed plots were higher in each year as these plots were established annually and dormant weeds had to be controlled.

## Supplementary Planning Document: Biodiversity and Geodiversity

Information from John Day, RSPB

### **Green Park wildflower meadow**



### **Waterlow Park Wildflower Meadow**



## Supplementary Planning Document: Biodiversity and Geodiversity

**Grassland Example 2:****~~Popley Fields Residential Development, Basingstoke, North Hampshire~~****~~Wildflower Turf Limited, David Wilson Homes, Hickman Bros Landscape Contractors, Natural England, The Landmark Practice~~**

~~The site incorporated an area designated for wildlife importance – a Site of Importance for Nature Conservation (SINC) due to the presence of a breeding population of great crested newts. As part of the Protected Species Management Plan high quality habitat was required that connected to the wider site and beyond.~~

~~Using products from Wildflower Turf species-rich wildflower meadows were created to provide a dispersal corridor for newts between ponds and meadows. The meadows have been established quickly, are attractive to residents and require little maintenance. Interpretation boards have been situated to help residents learn about the importance of the habitat enhancements.~~

~~A variety of products are available from Wildflower Turf including shade tolerant flower mixes for use around mature trees. The turf has a wide selection of native flower and grass species – up to 41 different species, with a minimum of 75% wildflowers. Non-native perennial species can also be used to extend the flowering season. The turf produces nectar, pollen and seeds which support birds, mammals, bees, butterflies and other invertebrate species. The wildflower turf can be used on sites with all soil types; will perform well under shade and in drought conditions, as well as in open meadow conditions.~~

~~A species rich lawn turf is available which can be treated as a conventional lawn i.e. regularly mowed short, and used heavily. Unlike standard monoculture amenity lawns the turf will support 26 species of native grasses and wildflowers.~~

~~Maintenance such as watering is required for the first two weeks after installation, with occasional soaks required during prolonged dry periods. Cutting regime – one to two cuts per year, once in autumn including clearance of cuttings, leaves and other vegetation under trees in particular, to avoid mulching and the addition of nutrients.~~

~~The four years of post-development monitoring indicate that the development has not impacted negatively upon the newt population which in fact appears to be increasing.~~

~~Area: 32.2ha estate, 6000m<sup>2</sup>. meadow~~

~~Establishment Cost: £60m<sup>2</sup> to include design and planning (including a species list and management plan), site preparation. For purchase of turf alone the cost is £10m<sup>2</sup>.~~

~~Maintenance Cost: Information not supplied, however typical cost of annual cut with arisings removed is 12p/m<sup>2</sup>~~

~~Information provided by [Wildflower Turf](#)~~

## Supplementary Planning Document: Biodiversity and Geodiversity

### Grassland Example 3: North-west Target Wellbeing Programme, Knowlsey, Liverpool Landlife and Groundwork Northwest

This is a programme of over 90 projects run by Landlife (National Wildflower Centre) for the benefit of targeted disadvantaged communities across the Northwest. Locations include Kirkby (Towerhill, Northwood, Central), North Huyton (Woolfall Heath, Stockbridge Village — see photo below), Halewood (Torrington, Wood Road, New Hutte), South Huyton, North Liverpool (Everton) Projects have an emphasis on public engagement to provide wildflower improvements to greenspaces in Knowlsey. Linked to Natural England's national 'Walking for Health' campaign, this initiative aimed to provide biodiversity gains whilst promoting physical and mental health and wellbeing. Techniques vary depending on the location, but a favoured technique is to strip the existing turf and re-seed with a wildflower seed mix.

One example from this scheme is an area of Public Open Space, in Quarry Green Heights, Northwood, Kirkby. This involved scratch cultivation for cornfield annuals on an area of amenity grassland which had previously been heavily mown. The project was delivered by Landlife and the Community Environmental Task Team in 2004. A variety of successful treatments took place: herbiciding and sowing into short dead turf in autumn, and scratch cultivating and sowing in spring. Additional sowing in subsequent years has helped to build up a substantial seedbank.

After flowering the site was flailed, leaving seed to overwinter providing winter food for birds. Re-cultivating in spring mimics the traditional farming practices that would have sustained cornfield annuals on light soils in the past. Costs: Entire area of all projects of 5.5 ha; since 2008 over 1.5ha of wildflower meadows have been sown into parks and green spaces. Funded by £8.9m from the National Lottery through the Big Lottery Fund (equivalent to £161/m<sup>2</sup>)

Costs for specific projects are typically lower than this.

Wildflower seed mixes cost around to £90/kg (which provides sufficient seed for 200m<sup>2</sup> equivalent to 45p/m<sup>2</sup>). Preparation and establishment costs vary depending on local conditions however £10/m<sup>2</sup> is a typical figure for turf stripping and disposal and reseeded.

Information from [Landlife](#) and [Groundwork](#)

#### North Huyton. Image: GroundWork



## Supplementary Planning Document: Biodiversity and Geodiversity

**NPPAppendix B. National Planning Policy Framework 2023 Sections of relevance to biodiversity and geodiversity**

153. Plans should take a proactive approach to mitigating and adapting to climate change, taking into account the long-term implications for flood risk, coastal change, water supply, biodiversity and landscapes, and the risk of overheating from rising temperatures.

174. Planning policies and decisions should contribute to and enhance the natural and local environment by:

- a) protecting and enhancing valued landscapes, sites of biodiversity or geological value and soils (in a manner commensurate with their statutory status or identified quality in the development plan);
- b) recognising the intrinsic character and beauty of the countryside, and the wider benefits from natural capital and ecosystem services — including the economic and other benefits of the best and most versatile agricultural land, and of trees and woodland;
- c) maintaining the character of the undeveloped coast, while improving public access to it where appropriate;
- d) minimising impacts on and providing net gains for biodiversity, including by establishing coherent ecological networks that are more resilient to current and future pressures;
- e) preventing new and existing development from contributing to, being put at unacceptable risk from, or being adversely affected by, unacceptable levels of soil, air, water or noise pollution or land instability. Development should, wherever possible, help to improve local environmental conditions such as air and water quality, taking into account relevant information such as river basin management plans; and
- f) remediating and mitigating despoiled, degraded, derelict, contaminated and unstable land, where appropriate.

175. Plans should: distinguish between the hierarchy of international, national and locally designated sites; allocate land with the least environmental or amenity value, where consistent with other policies in this Framework; take a strategic approach to maintaining and enhancing networks of habitats and green infrastructure; and plan for the enhancement of natural capital at a catchment or landscape scale across local authority boundaries.

179. To protect and enhance biodiversity and geodiversity, plans should: a) Identify, map and safeguard components of local wildlife-rich habitats and wider ecological networks, including the hierarchy of international, national and locally designated sites of importance for biodiversity<sup>61</sup>; wildlife corridors and stepping stones that connect them; and areas identified by national and local partnerships for habitat management, enhancement, restoration or creation; and b) promote the conservation, restoration and enhancement of priority habitats, ecological networks and the protection and recovery of priority species; and identify and pursue opportunities for securing measurable net gains for biodiversity.

180. When determining planning applications, local planning authorities should apply the following principles:

- a) if significant harm to biodiversity resulting from a development cannot be avoided (through locating on an alternative site with less harmful impacts), adequately mitigated, or, as a last resort, compensated for, then planning permission should be refused;

## Supplementary Planning Document: Biodiversity and Geodiversity

b) development on land within or outside a Site of Special Scientific Interest, and which is likely to have an adverse effect on it (either individually or in combination with other developments), should not normally be permitted. The only exception is where the benefits of the development in the location proposed clearly outweigh both its likely impact on the features of the site that make it of special scientific interest, and any broader impacts on the national network of Sites of Special Scientific Interest;

c) development resulting in the loss or deterioration of irreplaceable habitats (such as ancient woodland and ancient or veteran trees) should be refused, unless there are wholly exceptional reasons and a suitable compensation strategy exists; and

d) development whose primary objective is to conserve or enhance biodiversity should be supported; while opportunities to improve biodiversity in and around developments should be integrated as part of their design, especially where this can secure measurable net gains for biodiversity or enhance public access to nature where this is appropriate.

181. The following should be given the same protection as habitats sites:

a) potential Special Protection Areas and possible Special Areas of Conservation;

b) listed or proposed Ramsar sites; and

c) sites identified, or required, as compensatory measures for adverse effects on habitats sites, potential Special Protection Areas, possible Special Areas of Conservation, and listed or proposed Ramsar sites.

180. Planning policies and decisions should contribute to and enhance the natural and local environment by:

a) protecting and enhancing valued landscapes, sites of biodiversity or geological value and soils (in a manner commensurate with their statutory status or identified quality in the development plan);

b) recognising the intrinsic character and beauty of the countryside, and the wider benefits from natural capital and ecosystem services – including the economic and other benefits of the best and most versatile agricultural land, and of trees and woodland;

c) maintaining the character of the undeveloped coast, while improving public access to it where appropriate;

d) minimising impacts on and providing net gains for biodiversity, including by establishing coherent ecological networks that are more resilient to current and future pressures;

e) preventing new and existing development from contributing to, being put at unacceptable risk from, or being adversely affected by, unacceptable levels of soil, air, water or noise pollution or land instability. Development should, wherever possible, help to improve local environmental conditions such as air and water quality, taking into account relevant information such as river basin management plans; and

f) remediating and mitigating despoiled, degraded, derelict, contaminated and unstable land, where appropriate.

181. Plans should: distinguish between the hierarchy of international, national and locally designated sites; allocate land with the least environmental or amenity value, where consistent with other policies in this Framework; take a strategic approach to maintaining and enhancing networks of habitats and green infrastructure; and plan for the enhancement of natural capital at a catchment or landscape scale across local authority boundaries.

182. Great weight should be given to conserving and enhancing landscape and scenic beauty in National Parks, the Broads and Areas of Outstanding Natural Beauty which have the



## Supplementary Planning Document: Biodiversity and Geodiversity

highest status of protection in relation to these issues. The conservation and enhancement of wildlife and cultural heritage are also important considerations in these areas, and should be given great weight in National Parks and the Broads. The scale and extent of development within all these designated areas should be limited, while development within their setting should be sensitively located and designed to avoid or minimise adverse impacts on the designated areas.

183. When considering applications for development within National Parks, the Broads and Areas of Outstanding Natural Beauty, permission should be refused for major development other than in exceptional circumstances, and where it can be demonstrated that the development is in the public interest. Consideration of such applications should include an assessment of:
- a) the need for the development, including in terms of any national considerations, and the impact of permitting it, or refusing it, upon the local economy;
  - b) the cost of, and scope for, developing outside the designated area, or meeting the need for it in some other way; and
  - c) any detrimental effect on the environment, the landscape and recreational opportunities, and the extent to which that could be moderated.
185. To protect and enhance biodiversity and geodiversity, plans should:
- a) Identify, map and safeguard components of local wildlife-rich habitats and wider ecological networks, including the hierarchy of international, national and locally designated sites of importance for biodiversity; wildlife corridors and stepping stones that connect them; and areas identified by national and local partnerships for habitat management, enhancement, restoration or creation; and
  - b) promote the conservation, restoration and enhancement of priority habitats, ecological networks and the protection and recovery of priority species; and identify and pursue opportunities for securing measurable net gains for biodiversity.
186. When determining planning applications, local planning authorities should apply the following principles:
- a) if significant harm to biodiversity resulting from a development cannot be avoided (through locating on an alternative site with less harmful impacts), adequately mitigated, or, as a last resort, compensated for, then planning permission should be refused;
  - b) development on land within or outside a Site of Special Scientific Interest, and which is likely to have an adverse effect on it (either individually or in combination with other developments), should not normally be permitted. The only exception is where the benefits of the development in the location proposed clearly outweigh both its likely impact on the features of the site that make it of special scientific interest, and any broader impacts on the national network of Sites of Special Scientific Interest;
  - c) development resulting in the loss or deterioration of irreplaceable habitats (such as ancient woodland and ancient or veteran trees) should be refused, unless there are wholly exceptional reasons and a suitable compensation strategy exists; and
  - d) development whose primary objective is to conserve or enhance biodiversity should be supported; while opportunities to improve biodiversity in and around developments should be integrated as part of their design, especially where this can secure measurable net gains for biodiversity or enhance public access to nature where this is appropriate.
187. The following should be given the same protection as habitats sites:
- a) potential Special Protection Areas and possible Special Areas of Conservation;

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- b) listed or proposed Ramsar sites; and
- c) sites identified, or required, as compensatory measures for adverse effects on habitats sites, potential Special Protection Areas, possible Special Areas of Conservation, and listed or proposed Ramsar sites.

188. The presumption in favour of sustainable development does not apply where the plan or project is likely to have a significant effect on a habitats site (either alone or in combination with other plans or projects), unless an appropriate assessment has concluded that the plan or project will not adversely affect the integrity of the habitats site.

~~170. Planning policies and decisions should contribute to and enhance the natural and local environment by:~~

- ~~a. protecting and enhancing valued landscapes, sites of biodiversity or geological value and soils (in a manner commensurate with their statutory status or identified quality in the development plan);~~
- ~~b. minimising impacts on and providing net gains for biodiversity, including by establishing coherent ecological networks that are more resilient to current and future pressures;~~

~~171. Plans should: distinguish between the hierarchy of international, national and locally designated sites; allocate land with the least environmental or amenity value, where consistent with other policies in this Framework; take a strategic approach to maintaining and enhancing networks of habitats and green infrastructure; and plan for the enhancement of natural capital at a catchment or landscape scale across local authority boundaries.~~

~~174. To protect and enhance biodiversity and geodiversity, plans should:~~

- ~~a. Identify, map and safeguard components of local wildlife-rich habitats and wider ecological networks, including the hierarchy of international, national and locally designated sites of importance for biodiversity; wildlife corridors and stepping stones that connect them; and areas identified by national and local partnerships for habitat management, enhancement, restoration or creation; and~~
- ~~b. promote the conservation, restoration and enhancement of priority habitats, ecological networks and the protection and recovery of priority species; and identify and pursue opportunities for securing measurable net gains for biodiversity.~~

~~175. When determining planning applications, local planning authorities should apply the following principles:~~

- ~~a. if significant harm to biodiversity resulting from a development cannot be avoided (through locating on an alternative site with less harmful impacts), adequately mitigated, or, as a last resort, compensated for, then planning permission should be refused;~~
- ~~b. development on land within or outside a Site of Special Scientific Interest, and which is likely to have an adverse effect on it (either individually or in combination with other developments), should not normally be permitted. The only exception is where the benefits of the development in the location proposed clearly outweigh both its likely impact on the features of the site that make it of special scientific interest, and any broader impacts on the national network of Sites of Special Scientific Interest;~~

## Supplementary Planning Document: Biodiversity and Geodiversity

- ~~c. — development resulting in the loss or deterioration of irreplaceable habitats (such as ancient woodland and ancient or veteran trees) should be refused, unless there are wholly exceptional reasons and a suitable compensation strategy exists; and~~
- ~~d. — development whose primary objective is to conserve or enhance biodiversity should be supported; while opportunities to incorporate biodiversity improvements in and around developments should be encouraged, especially where this can secure measurable net gains for biodiversity.~~

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~~176. The following should be given the same protection as habitats sites:~~

- ~~a. potential Special Protection Areas and possible Special Areas of Conservation; and~~
- ~~b. sites identified, or required, as compensatory measures for adverse effects on habitats sites, potential Special Protection Areas, possible Special Areas of Conservation, and listed or proposed Ramsar sites.~~

~~177. The presumption in favour of sustainable development does not apply where development requiring appropriate assessment because of its potential impact on a habitats site is being planned or determined.~~

# Equality Impact Assessment

## Supplementary Planning Documents

### Stage 1 Details of the proposal

<b>Name of service</b>	Regeneration and Culture
<b>Directorate</b>	Growth and Sustainability

<b>Name of officer responsible for EIA</b>	Paula Tweed
<b>Name of senior sponsor</b>	Garry Hildersley

<b>Description / purpose of proposal</b>	<p>This EIA covers all the Supplementary Planning Documents and Planning Advice Notes prepared by the Council to date since the adoption of the Local Plan on 3<sup>rd</sup> January, 2019.</p> <p>It has been updated to include those SPD's updated and produced since the first draft in 2019.</p>
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<b>Date EIA started</b>	24/10/19
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<b>Review date</b>	<p>Latest review done 1/12/23</p> <p>Further reviews to be done to include other SPD's</p>
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### Stage 2 - About the proposal

<b>What is being proposed?</b>	<p>Following adoption of the Local Plan on 3<sup>rd</sup> January, 2019, the Council prepared and adopted 26 Supplementary Planning Documents (SPD's) and Planning Advice Notes (PAN's 2019).</p>
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The Local Plan was subject to an Equalities Impact Assessment (EIA). This EIA considers the implications of all the SPD's and PAN's prepared to date.

The documents considered in this EIA are listed below:

**Adopted May 2019**

- Financial Contributions for schools SPD
- Barn Conversions SPD
- Trees and Hedgerows SPD
- Shop Front Design SPD
- Advertisements SPD
- House Extensions and other Domestic Alterations SPD
- Residential Amenity and the siting of buildings SPD
- Design of Housing Development SPD
- Open Space Provision on New Housing Developments
- Removal of Agricultural Occupancy Conditions SPD
- Mortar Mixes for pointing historic buildings
- Hot Food Takeaways SPD
- Walls and Fences SPD
- Lawful Development Certificates
- Affordable Housing
- Heritage Impact Statements
- Biodiversity and Geodiversity
- Hot Food Takeaways PAN

**Adopted November 2019**

- Sustainable Travel SPD
- Planning Obligations SPD
- Parking SPD
- Section 38 Agreements PAN
- Section 278 SPD
- Development on land affected by contamination SPD
- Elsecar Conservation Area Design and Maintenance Guide SPD
- Cawthorne Village Design Statement SPD

**Adopted July 2022**

- Update to Sustainable Travel SPD (supersedes 2019 version)
- Update to Affordable Housing SPD (supersedes 2019 version)

**Adopted July 2023**

- Update to the Design of Housing SPD
- New Sustainable Construction and Climate Change Adaptation SPD

**Proposed for adoption March 2024**

- Update to Biodiversity and Geodiversity SPD
- Update to House Extensions and Other Domestic Alterations SPD

**Consulted on Summer 2023**

- Update to Financial Contributions to Educational Provision SPD

**Why is the proposal required?**

Supplementary Planning Documents (SPD) and Planning Advice Notes (PAN) provide further advice and guidance to people submitting planning applications. They set out guidance on various policy topics and how Local Plan policies will be applied.

**What will this proposal mean for customers?**

The documents mean that anyone submitting a planning application will have more clarity on certain topics. The documents deal with a wide range of issues including design so will have implications for future residents of new homes, users of businesses etc.

**Use the questions in the Guidance (**Preliminary screening process**) to decide whether a full EIA is required**

X Yes - EIA required (go to next section)

No – EIA not required (provide rationale below)

**Data: Generic demographics**

What generic data do you know about the people who will be affected by the proposal?

This could be internal data held such as ward profiles, JSNA results, if the proposal is inward facing look at the current workforce data,

Are there any external data publications relevant to the proposal? For example from the Office of National statistics, Census data, Public Health England, Charity publications

The documents will be used by anyone who submits a planning application in the borough. For example this could be residents who wish to extend their home, or could be developers undertaking larger scale developments, for example building houses or employment land.

**Data: Service data / feedback**

What do you already know about the equality impact of the service/location/policy/contract? This could be from complaints / compliments, stakeholder feedback, staff anecdotal evidence etc.

**Data: Previous / similar EIA's**

Has there already been an EIA on all or part of this before, or something related? If so, what were the main issues and actions it identified?

An EIA was undertaken on the whole of the Local Plan and the policies it contains. The SPD's link to the Local Plan policies relevant to the particular topic. The Local Plan EIA concluded that all policies and proposals apply to all sectors of the community equally. The policies make provision for a range of housing types to meet differing needs for example affordable housing etc. The Design policy D1 seeks to ensure development is designed to be accessible to all.



**Data: Formal consultation**

Has there been a formal consultation process? External engagement with equality forums? If so, what were the main issues and actions it identified?

There is a formal consultation process required to produce supplementary planning documents. Approval to consult on draft documents is sought from cabinet. A minimum of a four week public consultation process then takes place which is advertised in the press, on social media. Documents are made available on the Council's website. Hard copies are made available at the Library@thelightbox and all branch libraries. Once the documents are amended in light of comments made, Cabinet and Full Council approval is sought to adopt them.

Consultation on the documents that were adopted in May 2019 took place between 4<sup>th</sup> March 2019 and 1<sup>st</sup> April 2019.

Consultation on the 8 documents adopted on 28<sup>th</sup> November 2019 took place between 16/9/19 and 14/10/19.

Consultation on the documents adopted on 28<sup>th</sup> July 2022 took place between 29<sup>th</sup> November 2021 and 5<sup>th</sup> January 2022.

Consultation on the documents adopted 27<sup>th</sup> July 2023 took place between 28<sup>th</sup> November, 2022 and 6<sup>th</sup> January 2023.

Consultation on the documents yet to be adopted took place between 3<sup>rd</sup> July 2023 and 8<sup>th</sup> August 2023.

The same formal consultation process described above has taken place on the updated Sustainable Travel and Affordable Housing SPD's late 2021. The Equality Forums were sent the updated documents and asked if they wish to engage in the consultation.

The same formal consultation process was followed for the Design of Housing SPD, the Sustainable Construction and Climate Change Adaptation SPD, and the latest 3 consultation documents. These are: Biodiversity and Geological Conservation; House Extensions and Other Domestic Alterations and Financial Contributions to Educational Provision. The Equality Forums were sent the documents and asked if they wished to engage. No engagement took place, although we were able to attend the Youth Council to give presentations on all documents and comments have been taken into account.

Considering the evidence above, state the likely impact the proposal will have on people with different protected characteristics

(state if disproportionately high negative impact and highlight with red text)

Positive and negative impacts identified will need to form part of your action plan.

Protected characteristic	Negative ' - '	Positive ' + '	No impact	Don't know	Details
Sex			X		All the documents are available for all to use
Age			X		<p>All the documents are available for all to use</p> <p>The updated Design of Housing SPD is requiring that a percentage of dwellings are built to the following Building Regulations standards based on evidence in our Strategic Housing Market Assessment which notes the aging population and levels of disability in Barnsley.</p> <p>26% of all new dwellings should be built to M4(2) accessible and adaptable standard</p> <p>6% of new dwellings should be built to wheelchair accessible M4(3)(2)(b)</p> <p>Text has been added to the updated Design of Housing SPD to provide further guidance on design that takes into account those suffering with Alzheimer's or dementia.</p>
<p>Disabled</p> <p><i>Learning disability, Physical disability, Sensory Impairment, Deaf People, invisible illness, Mental Health etc</i></p>		X			<p>A reference is included in the Parking SPD to ensure adequate parking is provided to cater for the needs of people with disabilities to ensure that all parking is designed in accordance with current regulations and standards including Building Regulations, Equalities Act, relevant British Standards and the South Yorkshire Residential Design Guide as appropriate.</p>

				<p>The Sustainable Travel SPD seeks contributions towards public transport and active travel enhancements and improvements to ensure developments are accessible to all. Whilst the document does not deal with the design of particular schemes, a cross reference has been added to ensure that all schemes that contributions are collected towards using this document, meet the needs of disabled people and are designed in accordance with current regulations and standards including Building Regulations, Equalities Act, relevant British Standards and the South Yorkshire Residential Design Guide as appropriate. This is still the case in the updated version.</p> <p>The updated Design of Housing SPD is requiring that a percentage of dwellings are built to the following Building Regulations standards based on evidence in our Strategic Housing Market Assessment which notes the aging population and levels of disability in Barnsley.</p> <p>26% of all new dwellings should be built to M4(2) accessible and adaptable standard</p> <p>6% of new dwellings should be built to wheelchair accessible M4(3)(2)(b)</p>
Race			X	All the documents are available for all to use. Translation and interpretation assistance will be made available upon request.
Religion & Belief			X	All the documents are available for all to use. Translation and interpretation assistance will be made available upon request.

Sexual orientation			X		All the documents are available for all to use
Gender Reassignment			X		All the documents are available for all to use
Marriage / civil partnership			X		All the documents are available for all to use
Pregnancy / maternity			X		All the documents are available for all to use

Other groups you may want to consider					
	Negative	Positive	No impact	Don't know	Details
Ex services			X		As above
Lower socio-economic			X		As above
Other ...					

If the proposal relates to the delivery of a new service, please refer to the Customer minimum access standards self-assessment (**found at** )

If not, move to Stage 7.

Please use the action plan at Stage 7 to document steps that need to be taken to ensure the new service complies with the Equality Act duty to provide reasonable adjustments for disabled people.

The proposal will meet the minimum access standards.

The proposal will not meet the minimum access standards. –provide rationale below.

## Stage 7 - Next Steps

### To improve your knowledge about the equality impact . . .

Actions could include: community engagement with affected groups, analysis of performance data, service equality monitoring, stakeholder focus group etc.

Action we will take:	Lead Officer	Completion date
Arrange targeted consultation such as face to face meeting with the equality forums as appropriate. Disability Forum likely to be the most relevant to the subjects covered by SPD's.	Paula Tweed	As required when new SPD's are prepared or adopted SPD's reviewed

### To improve or mitigate the equality impact . . .

Actions could include: altering the policy to protect affected group, limiting scope of proposed change, reviewing actual impact in future, phasing-in changes over period of time, monitor service provider performance indicators, etc.

Action we will take:	Lead Officer	Completion date
N/A		

### To meet the minimum access standards . . .(if relevant)

Actions could include: running focus group with disability forum, amend tender specification, amend business plan to request extra 'accessibility' funding, produce separate MAS action plan, etc.

Action we will take:	Lead Officer	Completion date
N/A		

Please summarise the main findings and next steps identified in this EIA.

The outcomes of this EIA must be documented in cabinet report. You could also include the EIA as an appendix to the report or reference it as a background paper.

You must also record which stakeholders need informing and how you will do this.

**Summary of equality impact**

The key equality impacts will be around providing translation and interpretation assistance to those individuals that require it to help them understand the SPD/PAN.

A reference is included in the Parking SPD to ensure adequate parking is provided to cater for the needs of people with disabilities to ensure that all parking is designed in accordance with current regulations and standards including Building Regulations, Equalities Act, relevant British Standards and the South Yorkshire Residential Design Guide as appropriate.

The Sustainable Travel SPD seeks contributions towards public transport and active travel enhancements and improvements to ensure developments are accessible to all. Whilst the document does not deal with the design of particular schemes, a cross reference has been added to ensure that all schemes that contributions are collected towards using this document, meet the needs of disabled people and are designed in accordance with current regulations and standards including Building Regulations, Equalities Act, relevant British Standards and the South Yorkshire Residential Design Guide as appropriate. This is still the case in the updated SPD.

The updated Design of Housing SPD is requiring that a percentage of dwellings are built to the following Building Regulations standards based on evidence in our Strategic Housing Market Assessment which notes the aging population and levels of disability in Barnsley.

26% of all new dwellings should be built to M4(2) accessible and adaptable standard

6% of new dwellings should be built to wheelchair accessible M4(3)(2)(b)

Text has been added to the updated Design of Housing SPD to provide further guidance on design that takes into account those suffering with Alzheimer's or dementia.

**Summary of next steps**

As stated earlier should any further documents be produced or when SPD's are reviewed, we will seek to arrange targeted consultation such as face to face meeting with the equality forums as appropriate. Disability Forum likely to be the most relevant to the subjects covered by SPD's/ PAN's. Face to face consultation has been offered but has not been taken up other than where we have been invited to present to the Youth Council.

	<p>No face to face consultation took place on the Sustainable Travel SPD and Affordable Housing SPD due to Covid 19.</p> <p>We will ensure that all future consultation material is accessible both on line and in accessible locations.</p>
<p><b>How stakeholders will be informed</b></p>	<p>SPD's/PAN's are only applicable to individuals submitting planning applications.</p> <p>Any language/access issues will be addressed based on the merits of the individual application submitted.</p>
<p><b>Signature (officer responsible for EIA)</b>  <b>Date 8/11/21</b>  <b>Updates added 9/5/22 and 3/3/23</b>  <b>Latest updates added 1/12/23</b></p>	<p>Paula Tweed</p>

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**BARNSELY METROPOLITAN BOROUGH COUNCIL**

**REPORT OF: EXECUTIVE DIRECTOR GROWTH AND SUSTAINABILITY**

**TITLE: Adoption of updated House Extensions and Other Domestic Alterations Supplementary Planning Document (SPD)**

<b>REPORT TO:</b>	<b>CABINET</b>
<b>Date of Meeting</b>	<b>21 February 2024</b>
<b>Cabinet Member Portfolio</b>	<b>Regeneration and Culture</b>
<b>Key Decision</b>	<b>Yes</b>
<b>Public or Private</b>	<b>Public</b>

**Purpose of report**

This report seeks authority to adopt an updated version of the House Extensions and Other Domestic Alterations Supplementary Planning Document (SPD).

**Council Plan priority**

Sustainable Barnsley

**Recommendations**

That Cabinet:-

- 1. Refers the report to Full Council for approval to adopt the updated House Extensions and Other Domestic Alterations Supplementary Planning Document (SPD).**

**1. INTRODUCTION**

- 1.1 The Local Plan, adopted on 3<sup>rd</sup> January 2019, contains policies to be considered when determining planning applications. Supplementary Planning Documents contain further advice and explain how Local Plan policies will be applied.
- 1.2 The Planning & Building Control Service monitors the effectiveness of our policies and guidance on an ongoing basis. In respect of Supplementary Planning Documents, this is to satisfy ourselves that:

- They remain in conformity with national legislation, planning policy and guidance.
  - They are helping to ensure that the Local Plan achieves its overall aims and objectives .
  - They are enabling decisions to be upheld at appeal.
  - They reflect any new social, environmental or economic priorities that may have arisen.
- 1.3 Supplementary Planning Documents build upon and provide more detailed advice or guidance on policies in an adopted local plan. As they do not form part of the development plan, they cannot introduce new planning policies into the development plan. They are, however, a material consideration in decision-making. They should not add unnecessarily to the financial burdens on development.
- 1.4 As they do not form part of the Development Plan, Supplementary Planning Documents can be more readily updated but in doing so, the comments received have been fully considered to ensure that the amendments conform with national planning policy and guidance and that the content supplements existing policies in the plan (rather than replacing them or going beyond their remit) and that the amendments will not result in unnecessary financial burdens.
- 1.5 A number of Supplementary Planning Documents were adopted following the adoption of the Local Plan, including the House Extensions and Other Domestic Alterations SPD. Amendments are proposed to update it.
- 1.6 Public consultation took place on the updated House Extensions and Other Domestic Alterations SPD for a period of four weeks between Monday 3 July and Tuesday 8 August 2023. A total of 6 comments were received from 4 respondents.

## **2. PROPOSAL**

- 2.1 It is proposed that the updated version of the House Extensions and Other Domestic Alterations SPD is adopted. Once adopted, it will supersede the version adopted in 2019.
- 2.2 Appendix 1 contains a summary of the comments made during consultation and how those comments have been taken into account. Appendix 2 contains the updated House Extensions and Other Domestic Alterations SPD. Changes that were proposed from the adopted version are in red and underlined or struck through. The changes proposed following consideration of consultation responses are shown as struck through or red underlined text, and highlighted yellow. Section 4 below summarises the key changes made following consultation.

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

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

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

There are no direct financial implications arising from this report other than minimal costs associated with the adoption process which involves placing a public notice in the press. These minimal costs will be met from the existing planning budget. No Appendix A is therefore required.

#### **3.2 Legal**

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

#### **3.3 Equality**

Full Equality Impact Assessment completed.

This complements the Equality Impact Assessment that was carried out to support the Local Plan which concluded that all policies and proposals apply to all sectors of the community equally and that it makes provision for a range of housing types to meet differing needs such as affordable housing. A further assessment was carried out when the suite of SPD's was adopted in 2019. This recognised that the key impacts were around providing translation and interpretation assistance to those individuals that require it to help them understand the SPD's. An action for future consultation was to arrange targeted consultation such as face to face meetings with the equality forums as appropriate, relevant to the subject of the SPD, to ensure our engagement is inclusive. Where appropriate, reasonable adjustments will be considered at venues where documents are made available to ensure accessibility requirements for all attendees are met. A presentation to the Youth Council was given during the consultation period. A copy of the Equalities Impact Assessment is attached as appendix 3.

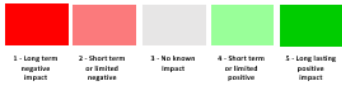
#### **3.4 Sustainability**

Decision making wheel completed.

The sustainability wheel illustrates that the main areas where the implementation of the SPD will have a positive impact are related to homes, quality neighbourhoods and health and wellbeing.

### Sustainable Decision Wheel

Once you have filled out the values in the guidance sheets, press "save" before to fill out the wheel.



### 3.5 Employee

There are no employee implications arising from this report.

### 3.6 Communications

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

## 4. CONSULTATION

4.1 Public consultation took place on the updated House Extensions and Other Domestic Alterations SPD for a period of four weeks between Monday 3 July and Tuesday 8 August 2023. A total of 6 comments were received from 4 respondents Consultation was carried out in accordance with the Town and Country Planning (Local Planning) regulations, 2012. Stakeholders such as developers and agents that regularly operate in Barnsley, together with other people that have expressed an interest in being consulted on our planning documents were notified. The consultation was also generally publicised by a public notice in the Chronicle and in the Council's social media. The consultation document was also made available in Library@the Lightbox and all branch libraries and a flyer publicised on screens where possible. A presentation was given to the Youth Council. Issues raised by the Youth Council are summarised in appendix 1.

4.2 Some changes have been made following consultation for clarity and to signpost to relevant information.

**5. ALTERNATIVE OPTIONS CONSIDERED**

5.1 One alternative approach would be not to update the SPD's. The proposed changes provide useful updates and clarification. Therefore, adoption of the amended version is recommended.

**6. REASONS FOR RECOMMENDATIONS**

6.1 The proposed updated SPD contains helpful information and amendments that will provide clarity for service users.

**7. GLOSSARY**

SPD Supplementary Planning Document

**8. LIST OF APPENDICES**

Appendix 1: Summary of consultation responses

Appendix 2: House Extensions and Other Domestic Alterations SPD  
Adoption version

Appendix 3: Equalities Impact Assessment

**9. BACKGROUND PAPERS**

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

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

**10. REPORT SIGN OFF**

<b>Financial consultation &amp; sign off</b>	Senior Financial Services officer consulted and date  Ashley Gray Strategic Finance Business Partner – 13/12/23
<b>Legal consultation &amp; sign off</b>	Legal Services officer consulted and date  Bob Power 12/12/2023

**Report Author: Paula Tweed**  
**Post: Planning Policy Group Leader**  
**Date: 12<sup>th</sup> December 2023**

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## **Introduction**

Public consultation took place on the updated House Extensions and other Domestic Alterations SPD for a period of four weeks between Monday 3 July and Tuesday 8 August 2023. A total of 6 comments were received from 4 respondents.

## **Who we consulted**

- Duty to Cooperate Bodies
- Bodies and organisations with a topic specific interest
- Developers and Agents active in the Borough
- Housing Associations active in the Borough
- Parish Councils
- Equality Forums

## **How we consulted**

- Emails or letters sent to the above consultees
- Press advert in the Barnsley Chronicle
- Press Releases (including use of the Council's social media) and press coverage through the course of the consultation period.
- Documents were made available on the Council's website
- Documents were made available at Library@the Lightbox and Branch Libraries across the Borough (online and paper form)

## Response to Consultation

The tables below set out the main issues raised during consultation. They summarise the main points and any key changes made to the documents as a result of comments received.

### General/ overarching comments

MAIN ISSUES RAISED	HOW THE ISSUES HAVE BEEN ADDRESSED
No comments (3 organisations)	Noted.
Concern regarding quality of design and lack of architecture in the borough. Cites an example of recent development. Wants to see the bar raised and architects employed to work alongside planning officers.	Comments noted.
Considers there are a large number of examples where there is clear infringement of the existing and proposed planning guidelines and regulations. Notably: - - Front and side extensions - especially Flat Roofed porches - Ugly and excessively high Front Boundary Fencing - Ugly parking of vehicles on front gardens, occasionally even caravans - Garages sited too close to public footpaths - Detraction from the street scene with inappropriate painting / colouring / rendering or brickwork on front elevations - Inappropriate choice of colours and styles of replacement windows.	Comments noted.



<b>HOUSE EXTENSIONS AND DOMESTIC ALTERATIONS SPD</b>	
<b>Key changes made as a result of comments:</b> Text added to section 9 to explain planning inspection and enforcement. Text and links to Environment Agency advice added to section 9.	
<b>MAIN ISSUES RAISED</b>	<b>HOW THE ISSUES HAVE BEEN ADDRESSED</b>
Page 3 - Second Paragraph – Considers this does not read correctly or make grammatical sense.	The text referred to is one of the bullet points of Local Plan policy D1 which cannot be changed through the SPD.
There is no mention of planning inspection and enforcement during and completion of the build - especially where permitted development applies.	<p>The following text to be added to section 9:</p> <p><i>"Site visits are likely to take place as part of the consideration of the planning application. There is no statutory requirement to inspect the planning application after works have been completed however, the Council may undertake periodic checks.</i></p> <p><i>As part of the building control function, scheduled site visits will be undertaken to ensure that national building standards are achieved to ensure buildings are safe, healthy and accessible.</i></p> <p><i>Finally, the Council has adopted a planning compliance policy and this sets out the council's approach to planning enforcement functions. This is a reactive service, predominantly replying on breaches of planning control being reported to the Council which are in turn investigated by the Council's planning enforcement team.</i></p>
Flood risk standing advice (FRSA) Householder extensions and alterations often fall within EA flood risk standing advice when the development lies within Flood Zones 2 or 3. Recommends a	Comments noted, reference to be added.

<p>signpost and link to a series of standard comments for local planning authorities and planning applicants to refer to on 'lower risk' development proposals. These comments replace direct case-by-case consultation.</p> <p>These standard comments are known as Flood Risk Standing Advice. They can be viewed at <a href="https://www.gov.uk/guidance/flood-risk-assessment-for-planning-applications#when-to-follow-standing-advice">https://www.gov.uk/guidance/flood-risk-assessment-for-planning-applications#when-to-follow-standing-advice</a></p>	
<p>Environmental permits and main rivers</p> <p>Recommends that a reference to Environmental permits that may be required if a householder extension or alteration is adjacent to a main river is added.</p> <p>The Environmental Permitting (England and Wales) Regulations 2016 require a permit or exemption to be obtained for any activities which will take place:</p> <ul style="list-style-type: none"> <li>• on or within 8 metres of a main river (16 metres if tidal)</li> <li>• on or within 8 metres of a flood defence structure or culverted main river (16 metres if tidal)</li> <li>• on or within 16 metres of a sea defence</li> <li>• involving quarrying or excavation within 16 metres of any main river, flood defence (including a remote defence) or culvert</li> <li>• in the floodplain of a main river if the activity could affect flood flow or storage and potential impacts are not controlled by a planning permission</li> </ul> <p>For further guidance please visit <a href="https://www.gov.uk/guidance/flood-risk-activities-environmental-permits">https://www.gov.uk/guidance/flood-risk-activities-environmental-permits</a> or contact our National Customer Contact Centre on 03708 506 506 (Monday to Friday, 8am to 6pm) or by emailing <a href="mailto:enquiries@environment-agency.gov.uk">enquiries@environment-agency.gov.uk</a>.</p> <p>The applicant should not assume that a permit will automatically be forthcoming once planning permission has been granted, and we advise them to consult with us at the earliest opportunity.</p>	<p>Comments noted, reference to be added.</p>

## SPD 'House Extensions and Domestic Alterations'

### Presentation to Youth Council 17/7/23 Supplementary Planning Document Consultation

#### Notes

Attendees: Ella Farrell; Paula Tweed; 2 Youth Voice Participation Coordinators; 7 Youth Council representatives

Ella talked through the slides on the 3 SPD's currently out to consultation:  
Financial Contribution to Educational Provision; Biodiversity and Geodiversity and House Extensions and other domestic alterations.



SPD Youth Council  
presentation.pptx

#### Questions and discussion

What is an annex? Ella explained that an annex is a building that provides additional living space. It can be joined to or associated with the main building. An annex does not have all the elements to make it a separate self contained dwelling.

Query re. 45% rule and whether it is measured from upper floor windows, Ella answered it could be but usually measured from ground floor window

Query re. how BNG is monitored over 30 years. Our current understanding is that it is responsibility of the developer to provide monitoring reports to the local authority periodically. Question regarding enforcement. The enforcement team wouldn't be responsible for monitoring but may be involved to take enforcement action if the site is not retained for biodiversity purposes. PT explained that the 10% BNG is new and we are still working out how it will be monitored and hoping for further Government guidance on detail.

Are hard copies available of the SPD's? There are reference copies in the libraries. Agreed to provide 3 copies of each SPD for the Youth Voice Participation workers to take out with them. **Action** Ella to organise copies.

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## Supplementary Planning Document: House Extensions and Other Domestic

### 1. About this guidance

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

### 2. Introduction

#### Policy D1 High Quality Design and Place Making

##### Design Principles:

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

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

Through its layout and design development should:

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

## Supplementary Planning Document: House Extensions and Other Domestic

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

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

**2.1** This SPD sets out the design principles that will apply to the consideration of planning applications for house extensions, roof alterations, outbuildings & other domestic alterations in particular. The following should be noted:

- The definition of "house" in the document includes bungalows, but excludes apartments or maisonettes.
- This SPD also applies to houses that are located in Conservation Areas and the Green Belt as well as any houses that are listed buildings, however, due to the special characteristics of these areas, more stringent controls may need to be applied (see below).

### **3. General principles**

**3.1** Proposals for house extensions, roof alterations, outbuildings and other domestic alterations should:

1. Be of a scale and design which harmonises with the existing building and be subordinate.
2. Not adversely affect the amenity of neighbouring properties.
3. Maintain the character of the street scene and;
4. Not interfere with highway safety.

## Supplementary Planning Document: House Extensions and Other Domestic

### 4. Extension and alterations in the Green Belt

- 4.1 Within the Green Belt, extensions, roof alterations, outbuildings and other domestic alterations will be considered against the general principles above and the following criteria:
1. The total size of the proposed and previous extension should not exceed the size of the original dwelling.
  2. The original dwelling must form the dominant visual feature of the dwelling as extended
- 4.2 Domestic outbuildings within the curtilage of the dwelling will be treated as part of the dwelling or an extension to it, except for the purposes of calculating the original size of the dwelling.
- 4.3 Where an extension is approved it may be necessary to remove permitted development rights for houses in the Green Belt to ensure that the total size of proposed and previous extensions would not exceed the size of the original dwelling.

### 5. Permitted development

- 5.1 Planning permission is not always required to extend/alter a dwelling house. This will depend on a number of factors for example the size and location of the proposal, whether any extensions have been undertaken previously and what materials are to be used. Advice in respect of permitted development is not given out over the phone but you can request a Householder Development Enquiry Form or download a copy from the website.

<http://www.barnsley.gov.uk/planning-development-management>

- 5.2 A written response will be sent and you are advised to keep this for future reference.



## Supplementary Planning Document: House Extensions and Other Domestic

**6. Design principles**

- 6.1** It is important that any extension is designed to be in keeping with your property and the character of your neighbourhood, therefore, before designing the extension, examine the character and details of your house.

**Figure 6.1** Respectful and unsympathetic ways to extend



- 6.2** Unsympathetic additions, as shown on the right in Figure 6.1, destroy the character of the house. In this case, the garage door is forward of the house and becomes unnecessarily dominant, the flat roof is a weak building form and many original features have been lost. Extending walls and roofs without any break lines can spoil the balance and proportions of the original, as well as emphasising the problems of physically joining old and new.
- 6.3** The left-hand semi in Figure 6.1 has been extended more respectfully. The addition is clearly expressed, by means of a vertical break, or set-back, and the original identity of the house is retained.

**An extension will tend to be more successful if you follow the following guidelines:**

## Supplementary Planning Document: House Extensions and Other Domestic

### Building form

- 6.4 The extension should not normally be as large as the existing house. For example, as in Figure 6.2, a three storey extension to a two storey house, is likely to spoil the balance and character of the original and be detrimental to the street scene.

Figure 6.2 Imbalance



Figure 6.3 Better balance



- 6.5 Wherever possible, extensions should be set back from the front wall of the main house, allowing a corresponding lowering of the roof line and lessening the awkwardness of the junction with the existing. See Figure 6.3

- 6.6 Extensions which radically alter the shape of a house are not acceptable. For example:-

Figure 6.4



Figure 6.5

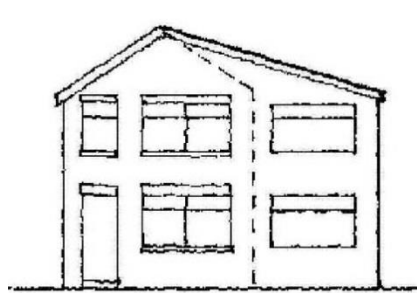


Figure 6.6



- 6.7 The flat roof in Figure 6.4 is an ugly and inferior form of construction, and is visually and physically at odds with the pitched roof. The unequal roof pitch created by the extension in Figure 6.5 unbalances the whole elevation, whilst the proportions and roof pitch of the extension shown in Figure 6.6 are incompatible with the original.

- 6.8 Figure 6.7 illustrates a more logical and sympathetic way of extending a house whose gable faces the street. The extension is set back to allow the original house form to be expressed.

## Supplementary Planning Document: House Extensions and Other Domestic

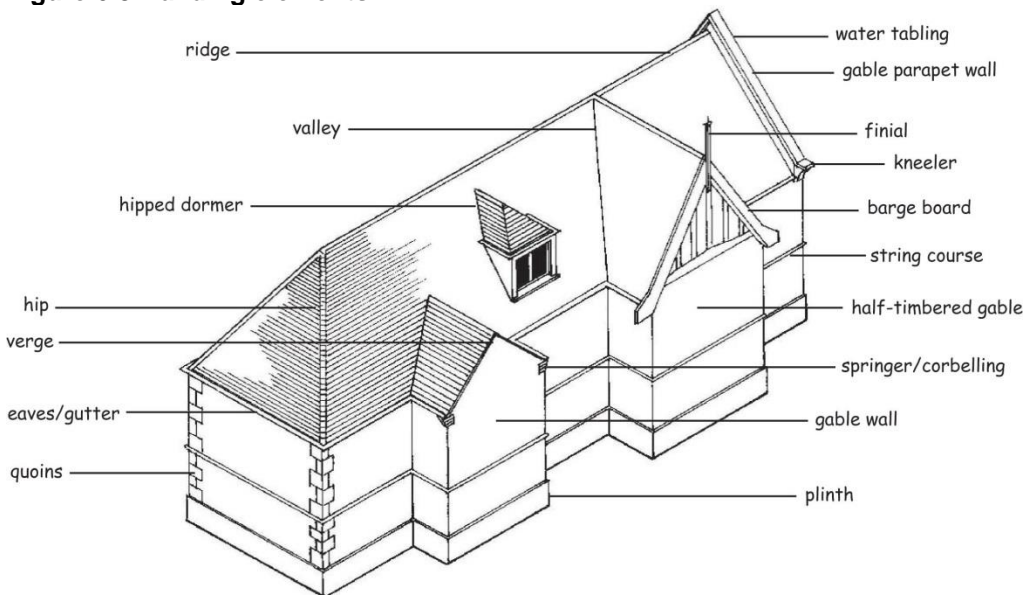
Figure 6.7 A more satisfactory form



## Building elements/character

6.9 Figure 6.8 is a building composite which shows the principal external components of a domestic building. Many of the features and details, though traditional, will still be found on your building, even in modern guise. They determine the style and character of your house and should not be ignored in the successful design of your extension.

Figure 6.8 Building elements



## Supplementary Planning Document: House Extensions and Other Domestic

**Roof**

- 6.10** The roof, style pitch and detailing should match those of the existing dwelling, particularly where the extension will be prominent within the street scene or extend on parallel lines at a smaller scale.
- 6.11** The single storey extension roof forms shown in Figures 6.9 and 6.10 are precise replicas of the main house. The set-back helps to scale them down proportionally. The lean-to extension in Figure 6.11, again set back, is a good option to Figure 6.9, where overshadowing a neighbour's property might be an issue.

Figure 6.9

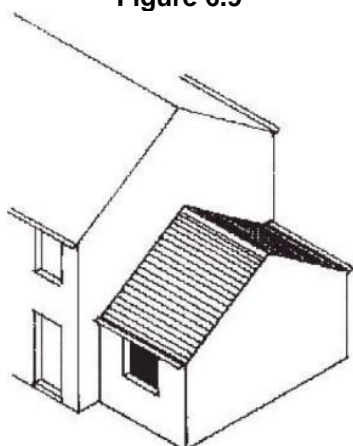


Figure 6.10

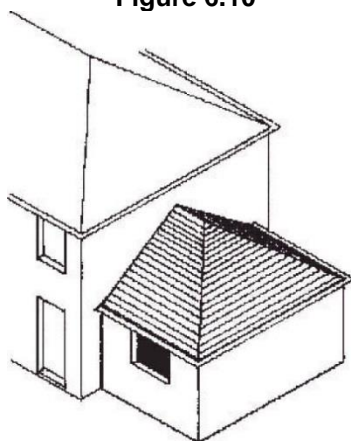
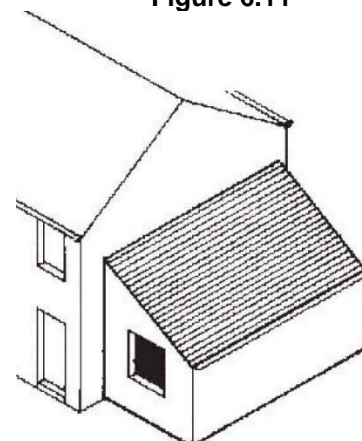


Figure 6.11



- 6.12** Two storey extensions, as shown in Figures 6.12 and 6.13, should follow the same principles as recommended for single storey extensions.

Figure 6.12

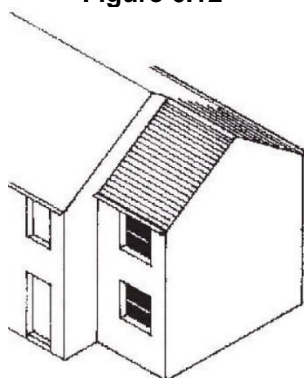
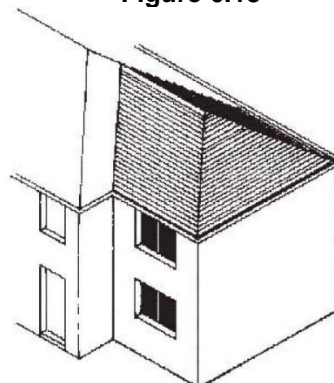


Figure 6.13

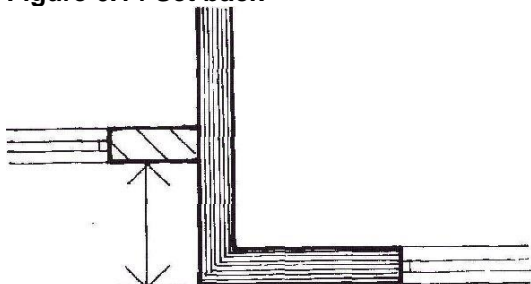
**Materials**

- 6.13** Materials should normally be of the same size, colour and texture as to the existing house or as close a match as possible. Often these materials and finishes cannot be exactly matched. This is when the set-back becomes a very important feature, not just as a means of articulating the extension but also to help reduce the unsightliness of bonding the old and new facing materials.

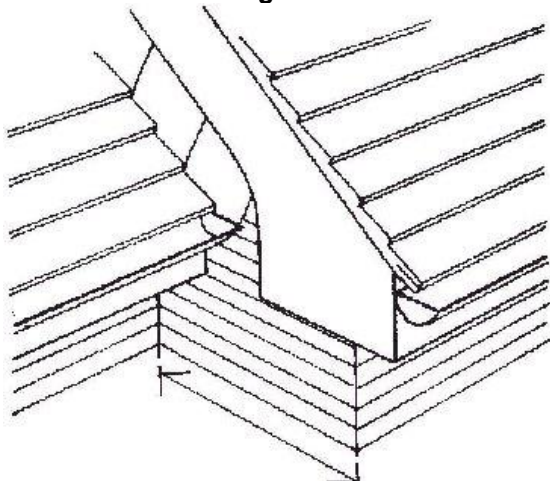
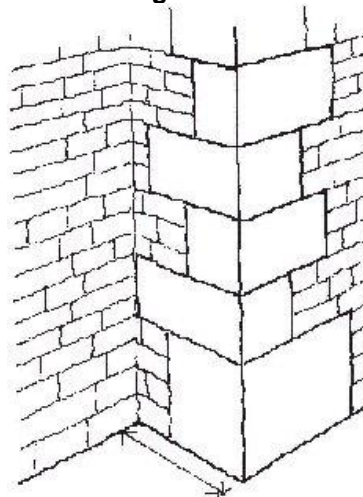
## Supplementary Planning Document: House Extensions and Other Domestic

**The set back**

- 6.14** An extension should appear as an extension and particularly in the case of two storey side extensions a small 'set back' of the extension from the main wall will be required. This will ensure that the extension appears subordinate and will help reduce the terracing effect that may arise where several dwellings have been extended. The inclusion of a set back also avoids the unsightly bonding of old and new materials.
- 6.15** The set-back itself should be a minimum of 500mm, and preferably allow the extension to line with a vertical brick joint. Figure 6.14 shows the 500mm set-back. This figure might increase slightly where the building is constructed in artificial or regular squared and coursed stone.

**Figure 6.14 Set back**

- 6.16** There will be other considerations which may vary the depth of the set-back. For example where the main house has barge boards, the extension will need to be set back sufficiently to allow its fascia to miss the barge board return, as in Figure 6.15.
- 6.17** Similar consideration will need to be given when matching up with corbelled eaves, etc. Also, if the main building has quoins, whether in brick or stone, the set-back should be deep enough for the largest quoin to be expressed, as in Figure 6.16.

**Figure 6.15****Figure 6.16**

- 6.18** Before embarking on your extension, it will pay to examine the details of your house to help anticipate these design and detail considerations.

## Supplementary Planning Document: House Extensions and Other Domestic

### Windows & doors

- 6.19 Windows and doors should generally repeat the proportion and style of the existing dwelling, lining through with existing openings and using matching design details. This should also include the heads, sills and other opening surrounds.
- 6.20 Traditionally, older houses have window openings with a vertical emphasis and it is important to retain these proportions in the new openings as well as in the divisions within the window frames themselves.
- 6.21 Generally, any habitable room to the upper floor of a two storey house, or where an inner room at ground floor, is required to have an openable window suitable for emergency escape purposes. The window should have an unobstructed openable area of 0.33m<sup>2</sup> and be at least 450mm high and 450mm wide. The bottom of the window opening should not be more than 1100mm above the floor.

### Levels

- 6.22 Where the height of development proposed differs significantly from that in the area, developers may be asked to provide elevation drawings showing the relationship between the proposed and existing development in terms of streetscape.

## Supplementary Planning Document: House Extensions and Other Domestic

### 7. Layout principles

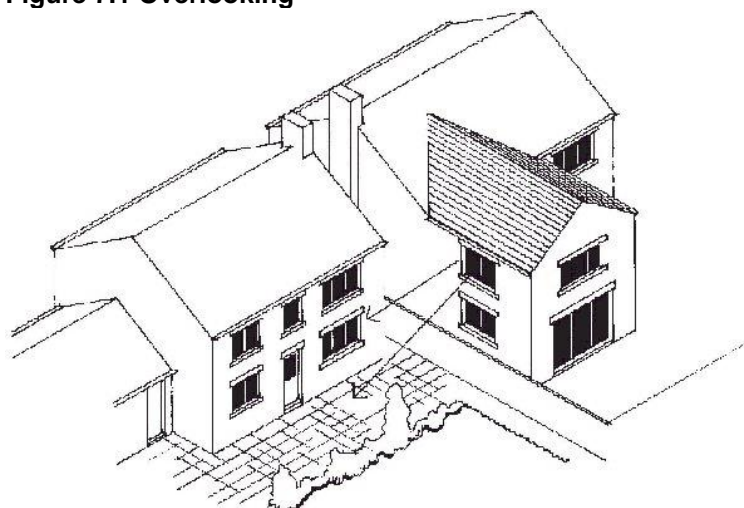
- 7.1 As well as seeking an extension designed in keeping with your existing house, you must also ensure your proposals do not harm the character of the area in general or the levels of amenity that your neighbours might reasonably expect to be maintained. An extension will tend to be more acceptable if you follow these guidelines.

#### Privacy

- 7.2 Extensions should be designed so that they do not result in significant overlooking of habitable room windows to nearby houses or private gardens. Privacy problems might be overcome by using a combination of obscure glazing, high level windows, screen fencing or rooflights, but are better avoided altogether.
- 7.3 Figure 7.1 illustrates a situation which is unacceptable, and Planning Permission and Building Regulations approval are unlikely to be given for an extension such as this, where the window opening to a habitable room in the side elevation directly overlooks the neighbour's rear window and garden.

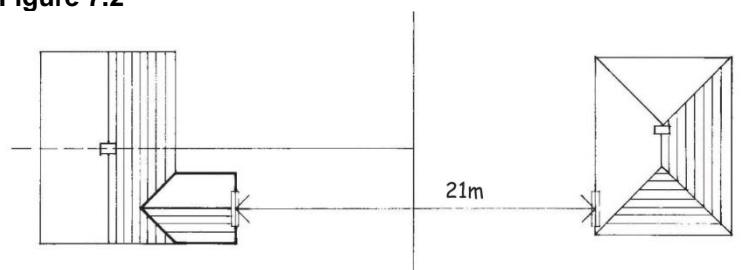
## Supplementary Planning Document: House Extensions and Other Domestic

Figure 7.1 Overlooking



- 7.4** A boundary fence may act as an effective screen to a single storey extension and could reduce overlooking from a side window.
- 7.5** As a general guide, windows to habitable rooms on an extended property should not be less than 21 metres from any other properties with habitable room windows, to ensure reasonable privacy to you and your neighbours. Figure 7.2 demonstrates.

Figure 7.2



Habitable rooms should be taken to include: lounge/living room, dining room, kitchen, bedroom and study. A distance of 12 metres should be maintained to a blank gable wall and a distance of 10m should normally be provided between rear-facing windows in the first floor (and above) and the rear boundary.

### **Overshadowing and loss of outlook**

- 7.6** The position of an extension in relation to a neighbouring property and to the path of the sun can influence the level of daylight and sunlight received by that property. Extensions should not overshadow neighbouring properties or their gardens to an unreasonable degree. Extensions directly to the south and to the south east and south west of a neighbouring dwelling will generally have a greater impact than those located to the north, east or west.
- 7.7** The Council will seek to protect principal habitable room windows on the front and rear elevations of the adjacent property, but not secondary windows, i.e. halls, stairs, utility rooms, toilets and bathrooms including en-suites, particularly those on side elevations of adjacent dwellings.



## Supplementary Planning Document: House Extensions and Other Domestic

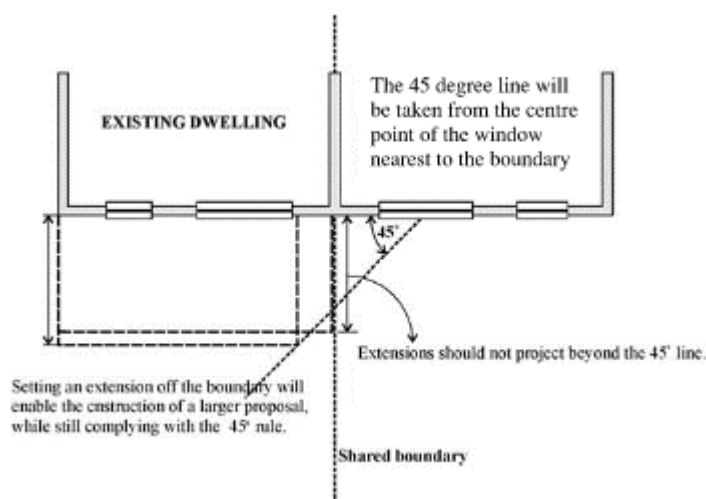
- 7.8 To ensure no unacceptable loss of daylight and to avoid an overbearing relationship with neighbouring properties, particularly adjoining ones, a 45 degree rule shall be applied. How this will be applied is set out below:-

### The 45° Rule

This is a general test that will be applied as a guide to what will be acceptable for extensions to dwellings and is applied to reduce the impact of an extension on sunlight/daylight reaching neighbouring properties. In some circumstances it may be necessary to make a detailed calculation to establish the impact of a proposal on adjoining occupiers in terms of loss of daylight/sunlight to a property. The calculation used is detailed, but generally based on the 45° test (see diagram below)

The 45° test shall be applied to the nearest window of any adjacent residential accommodation which lights a habitable room or kitchen. To comply with the rule any extensions should be designed so as not to cross a 45° line, when drawn from the mid-point of the nearest window opening of the adjacent dwelling.

There may be mitigating circumstances where this test may not apply, as each proposal is considered on its own merits. Such circumstances may include existing boundary screening, orientation and path of the sun, roof design, the distance between the extension and neighbouring dwellings and variation in levels. Where screening exists, this must be retained as a mitigating feature and may be subject of a condition if planning permission is granted to ensure that this is the case. Notwithstanding the 45° test for sunlight/daylight, an assessment will also be made with regard to whether a proposed extension would have an overbearing impact on adjacent dwellings.



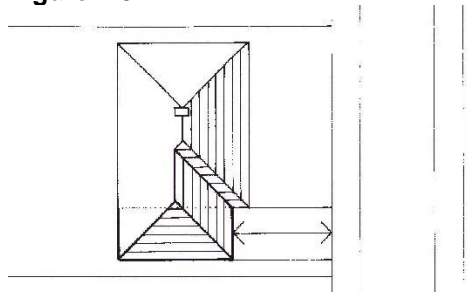
### Garden Space

- 7.9 Extensions and outbuildings should not take up a disproportionate amount of private rear garden space and as a general principle should allow the retention of at least half the garden area. Account should be taken of existing trees and their future requirements for growth.

## Supplementary Planning Document: House Extensions and Other Domestic

**Parking Space**

- 7.1 An extension or outbuilding which incorporates a garage door should have a minimum distance of 6m between the garage door and the highway (see Figure 7.3).

**Figure 7.3**

- 7.2 Extensions or outbuildings which prevent the parking of at least 1 private car within the curtilage of a dwelling will not normally be acceptable if highway safety problems would result. The use of front gardens for parking can be visually intrusive unless very careful attention is given to boundary treatment and surfacing.

**Highway Safety**

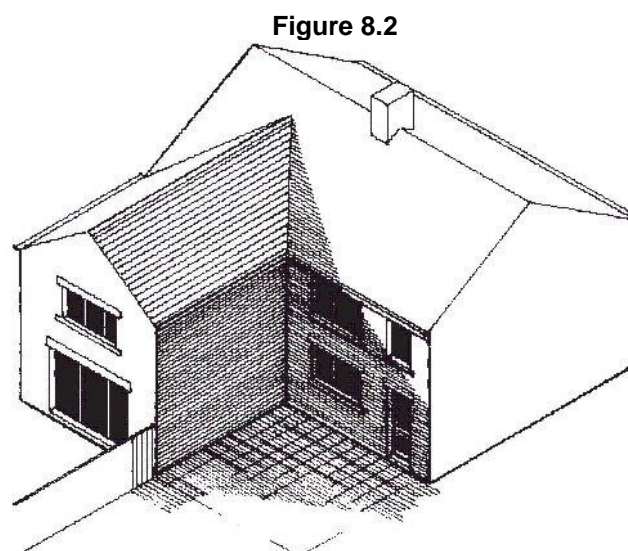
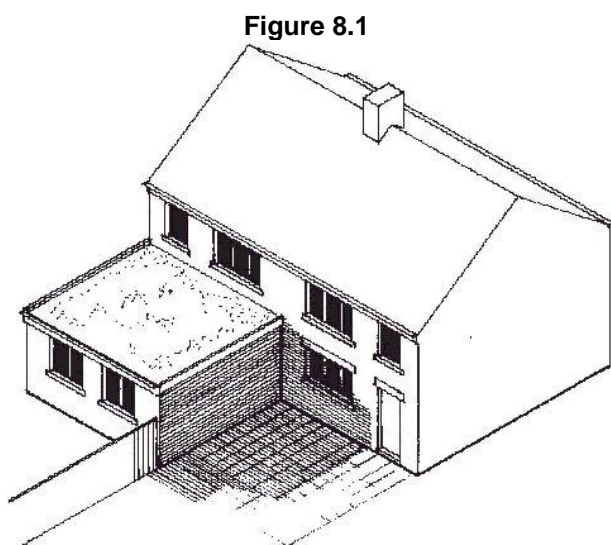
- 7.3 Extensions or garages should not be constructed in positions where they interfere with highway sight lines and should ensure that they maintain/provide an access with adequate visibility for drivers entering the highway.

## Supplementary Planning Document: House Extensions and Other Domestic

**8. Detailed guidance on types of extensions and alterations****Rear Extensions**

Extensions should be designed in line with the general principles outlined in Section 3.1 and the specific extension principles outlined below.

- 8.1 Usually, the problem of overshadowing and loss of outlook arises as a result of rear extensions. The single storey rear extension shown in Figure 8.1 is not acceptable because it has an adverse, overshadowing effect on the adjoining property whilst the two storey extension in Figure 8.2 has an even greater impact and would not be permitted.

**Single Storey**

- 8.2 To combat the problems of loss of light, as well as loss of privacy and outlook, the size and projection of rear extensions need to be strictly controlled.
- 8.3 Single storey extensions to the rear of terraced houses should not exceed 3.5 metres in projection and where they exceed 3m in length the eaves height should not exceed 2.5m. On semi-detached dwellings an extension should not project more than 4m and again, the eaves height should not exceed 2.5m where the extension would project beyond 3m.

**Two Storey**

- 8.4 Two-storey rear extensions will be considered on the basis of the extent of overshadowing, loss of privacy and outlook. Two-storey extensions to terraces and semi-detached properties which abut a party boundary and adversely affect main windows will not normally be allowed. Two-storey rear extensions to semi-detached houses should, therefore, generally be designed with a rear projection of less than 3.5 metres and for terraced houses 2.5 metres. Larger extensions may be acceptable in certain circumstances -for instance: where the neighbouring house has been extended; or where there is a strong boundary treatment, such as a high wall or an outbuilding or garage built close to the boundary. Similarly, there may be circumstances where only smaller

## Supplementary Planning Document: House Extensions and Other Domestic

extensions are acceptable for instance: on sloping sites or where neighbouring houses are already overshadowed.

- 8.5** Extensions to the rear of detached houses will be considered on their design merits and where no adjacent properties are affected.

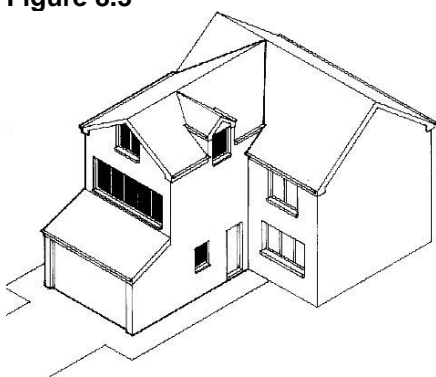
## Supplementary Planning Document: House Extensions and Other Domestic

**Front Extensions**

**8.6** The front elevation of a building is the most important for its contribution to the street scene. Generally, therefore, such extensions need to be of a high standard of design and will not be considered acceptable where they detract from the quality of the existing dwelling or character of the street scene or cause overshadowing to neighbouring dwellings. Large extensions and conservatories are likely to appear particularly intrusive and will not normally be acceptable.

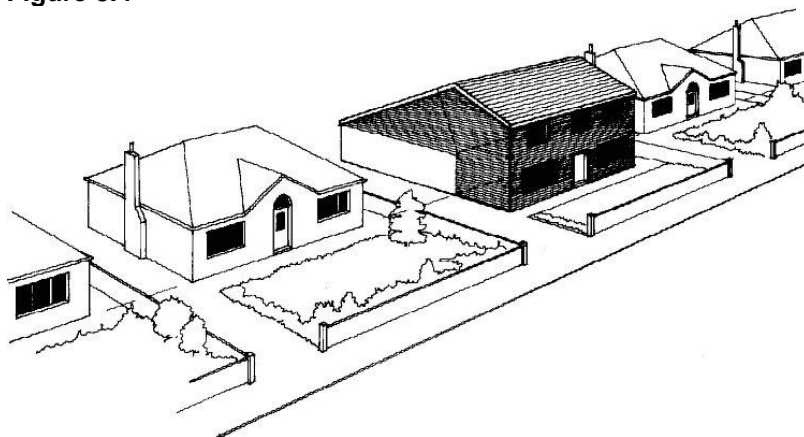
**8.7** The front extension in Figure 8.3 would not be acceptable. It alters the character of the original by overwhelming it in an unsympathetic manner. For example, the front door has been removed from the main elevation, and the garage door given excessive prominence.

**Figure 8.3**



**8.8** In Figure 8.4, the forward extension, which changes a hipped-roof bungalow into a gable-roofed two storey dwelling, has broken the common roof ridge line and clumsily interrupted the harmonious pattern and continuity of the street scene, to its detriment. Again this is unacceptable.

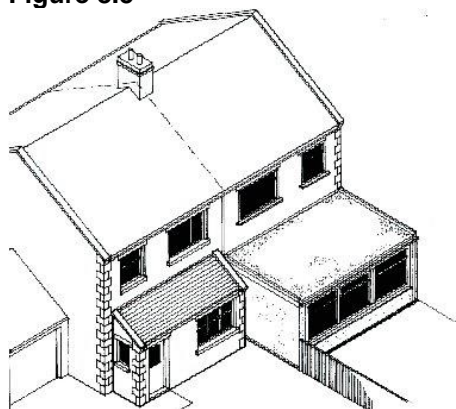
**Figure 8.4**



## Supplementary Planning Document: House Extensions and Other Domestic

- 8.9** Extensions at the front of individually-designed, detached houses, which are set back from the highway or set on staggered building lines, may, in certain circumstances, be acceptable. However, the extension must complement the original house and not adversely affect any adjacent property or the street scene.
- 8.10** Modest single storey front extensions, which are in keeping with the style of the existing house, may be allowed. For example, the left-hand semi shown in Figure 8.5 with a small extension to form a porch and provide some extra space in the front living room, would be acceptable because it is sufficiently discreet and adopts the form and features of the original. But the right-hand semi in Figure 8.5, with a larger extension, made more prominent by the alien form of the flat roof and conservatory-like front, is unacceptable.

Figure 8.5



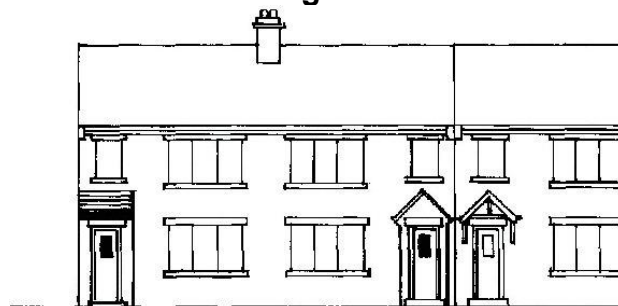
## Porches and Canopies

- 8.11** Porches which fulfil their traditional function of providing shelter for the front door are normally acceptable as long as they respect the design and external finishes of the original dwelling. Figures 8.6 & 8.7 show examples of simple porches and canopies which fit in with the existing house style.

Figure 8.6



Figure 8.7



- 8.12** Whilst the joint porch shown in Figure 8.6 maintains the symmetry and balance of the pair of semis, it is preferable, but not always essential, to have the front door on the front of a porch. Sometimes to give it more shelter, or perhaps a better relationship with the approach path the front door needs to be set on the side of the porch. When this is the case, careful attention needs to be given to the porch windows on the front to ensure the style and rhythm of the existing fenestration is maintained.

## Supplementary Planning Document: House Extensions and Other Domestic

- 8.13** Porches which have flat or low-pitched roofs, or resemble small conservatories in appearance, as in Figure 8.8, will not normally be permitted.

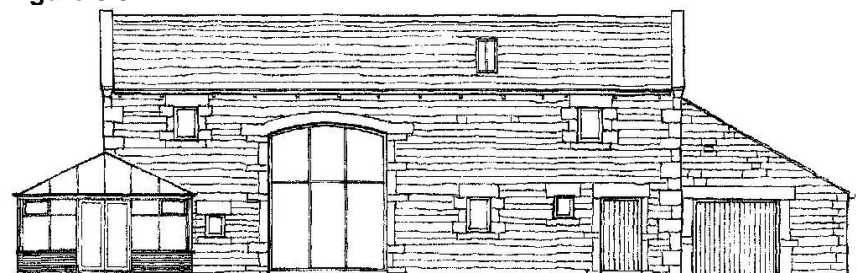
Figure 8.8



### Conservatories

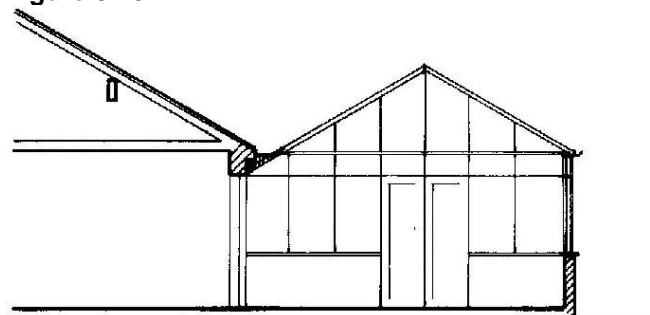
- 8.14** Conservatories are likely to appear particularly intrusive on front elevations and will not normally be acceptable. The conservatory shown in Figure 8.9 attached to this converted barn, a building not originally designed as a dwelling, is particularly inappropriate and must be avoided.

Figure 8.9



- 8.15** Where a conservatory abuts a bungalow, because of the level of the eaves it is often very difficult to construct a satisfactory roof slope, without resorting to a roof form such as is shown in section in Figure 8.10. This creates an awkward relationship between bungalow and conservatory, as well as a roof junction requiring a valley gutter, which is difficult to access and may give rise to maintenance problems in the long term. It also causes the conservatory to appear unnecessarily high and dominant.

Figure 8.10



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- 8.16** Where located at the rear, conservatories will also be assessed against the guidance set out in relation to single storey rear extensions (particularly in terms of projection).

### Side Extensions

#### Single Storey Side Extensions

- 8.17** The design of a single storey side extension should reflect the design of the existing dwelling in terms of roof style, pitch materials and detailing and should not have an excessive sideways projection (i.e. more than two thirds the width of the original dwelling). In Figure 8.11 both the gabled roof shown on the left hand side and the hipped roof on the right reflect the form and pitch of the main roof. A lean-to roof (not shown) is a more traditional form and could be used as an option against a gable wall to reduce the impact on a neighbouring property.

**Figure 8.11**



- 8.18** Habitable rooms in the roof space of single storey side extensions will not normally be permitted, particularly where the eaves height would be increased (leaving a number of courses of brick work between the top of the fenestration and the bottom of the eaves) and/or dormer windows would be introduced.
- 8.19** On corner plots the sideways projection of a single storey side extension should not exceed more than half the width of the existing gap between the original dwelling and the side boundary.



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**Two Storey Side and First Floor Side Extensions**

- 8.20** Terraced housing is a perfectly acceptable form of building design. However, linking or closing the gap between semis or detached houses as in Figure 8.12 to give the effect of a terrace, is a detrimental change to the character of the street scene and must be avoided.

Figure 8.12



- 8.21** All two-storey side extensions should therefore have a pitched roof following the form of the existing roof. To prevent a terracing effect and to avoid detrimental changes to the character of the street scene, it will be desirable to provide a setback of at least 500mm from the main front wall of the dwelling. A setback from the front elevation allows for a vertical break in the roof plane and a lowering of the ridge line.

- 8.22** In addition to the set-back from the front, where practicable, a side extension should also be set in by one metre from the side boundary with an adjacent property, to further avoid the terracing effect (Figure 8.13). This also gives the benefit of external access to the rear of the property.

Figure 8.13



- 8.23** The sideways projection of a two storey side extension should not exceed more than two thirds the width of the original dwelling. Where located on a corner plot the sideways projection should not exceed more than half the width of the gap between the side elevation of the original dwellings and the side boundary (unless the gap exceeded more than two thirds the width of the original dwelling).

- 8.24** In addition, on a corner plot where the rear elevation of the dwelling is clearly visible, a set back of 500mm will also be required at the rear to ensure the extension remains subordinate and to avoid the unsightly bonding of old and new materials.

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**Garages, Outbuildings and Annexes**

- 8.25 Detached garages and outbuildings should relate sympathetically to the main dwelling in style, proportions and external finishes. In most cases, it will not be appropriate for a garage to be sited between the house and the road.
- 8.26 Detached garages and outbuildings should be single storey structures and the eaves height should not normally exceed 2.5m from ground level, with the ridge height not exceeding of 4m whilst the ridge height should not exceed 4m. Proposals for garages will be benchmarked against assessed using the reference of a standard sizes for a single garages as outlined in the South Yorkshire Residential Design Guide, which states the internal floor area for single garages should be 3m by 6.5m. For double garage proposals a standard floor area size is considered to be 6.5m x 6.5m. It is not considered appropriate for detached garages to include dormer windows as a way of accommodating rooms in the roof space, but however, in some circumstances (e.g. where the garage is set within a large curtilage) it may be possible to utilise the roof space for ancillary accommodation/storage but not as an annex/granny annex. Where the privacy of neighbouring residents would not be compromised it may therefore be possible to install roof lights.
- 8.27 Applications for annexes should be accompanied by a planning statement outlining the relationship between the existing dwelling and the proposed annex and that of the proposed residents. An annex building, often referred to as a 'Granny Annex' may be permitted in a rear garden where it would not occupy a disproportionate amount of the garden and would not have its own separate access or garden area. An annex should normally have a close physical relationship with the host dwelling and maintain a reliance with it having some shared facilities, be single storey and their size shall be benchmarked against the floor area of a studio apartment, of 33m<sup>2</sup> as outlined in the South Yorkshire Residential Design Guide, up to 39m<sup>2</sup> and no larger than the size of a double garage. If the Council is mindful to grant planning permission, it will almost always be subject to a condition which requires the annex to remain ancillary to the main dwelling, same family occupancy and one which prevents it being used, sold or rented as an independent dwelling/separated planning unit at a later date.

**Decking/Raised Platforms**

- 8.28 Decking and raised platforms are commonly used where the rear garden is below the floor area of the dwelling in order to allow improved access to the rear garden and to provide a convenient outdoor amenity area on the same level as the dwelling. Decking and raised platforms are also used in other circumstances but can often give rise to increased overlooking of neighbouring dwellings and particularly their gardens.
- 8.29 In view of this, decking and raised platforms will only be allowed where the privacy of neighbouring residents is not detrimentally affected by significantly increased overlooking (e.g. where the decking is located away from the boundary and where there is sufficient permanent screening, such as a high boundary wall or an outbuilding in an adjacent garden). In addition, decking and raised platforms should not have a significantly detrimental impact on visual amenity and for this reason decking will not be allowed where it is prominently located and can be easily viewed from public vantage points.

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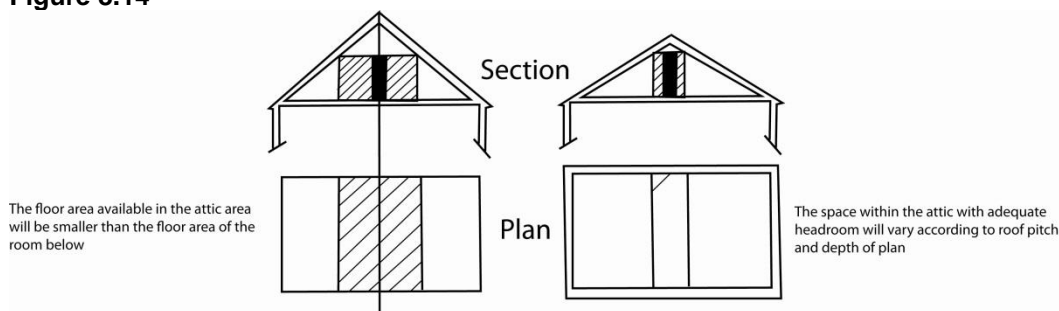
- 8.30** In some circumstances, to reduce overlooking, it may be possible to include screening such as fencing with an application for decking or a raised platform but any screening should not result in significant overshadowing or loss of outlook from neighbouring dwellings or have a detrimental impact on visual amenity or the character of the dwelling.

### **Dormer Windows**

- 8.31** When considering whether to install a dormer window you should assess whether there is adequate space within the attic to accommodate a room(s) with adequate headroom without requiring a dormer extension that will dominate the roof (Figure 8.14). In general, providing that the roof pitch allows adequate height, a space approximately half the area of the floor below can be created.

## Supplementary Planning Document: House Extensions and Other Domestic

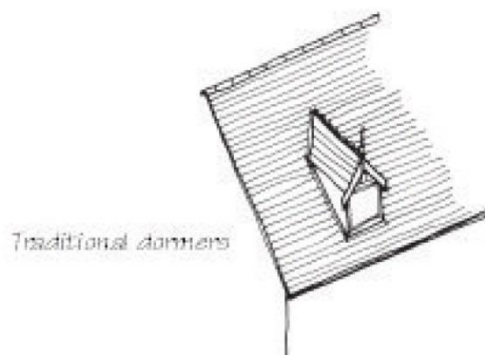
**Figure 8.14**



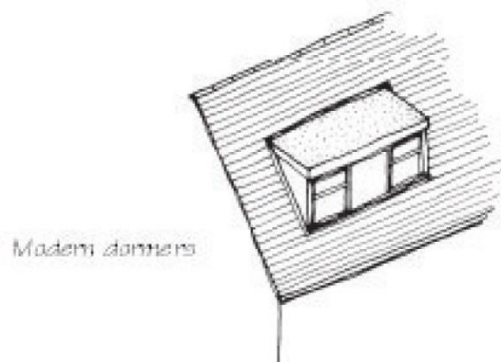
### Style

- 8.32** The design of the dormer window should reflect the character of the area, the surrounding buildings and the age and appearance of the existing building.
- 8.33** Vertically proportioned dormer windows with pitched roofs are traditionally found in the Barnsley area (Figure 8.15).

**Figure 8.15**



**Figure 8.16**



- 8.34** Flat roof dormers which tend to be larger and have horizontal emphasis can be seen in more recent housing developments. These have proved to be more expensive to maintain and prone to failure (Figure 8.16). Flat roof dormers are considered aesthetically inferior and are not normally acceptable.
- 8.35** Consequently, pitched roof dormers are generally considered more appropriate for both aesthetic and practical reasons.

### Location

- 8.36** To assess whether a dormer on the front or principle elevation will be appropriate, the roofs of the surrounding buildings should be examined. Unless the street is characterised by dormers on the frontage, or these are a feature of the area/street/terrace, dormer windows should be located on the rear or secondary elevations.

## Supplementary Planning Document: House Extensions and Other Domestic

**Positioning and relationship to other windows**

**8.37** The positioning of the dormer on the roof will have an impact on both the house and its neighbours.

**Figure 8.17**



**8.38** So as not to dominate existing roof lines and retain its original form, dormers should be set within the roof plane (see Figure 8.17) and not be built off an external wall. The guidelines below should therefore be followed:-

- The dormer should sit within the roof plane and the top of the dormer should usually be below the ridge (A)
- Dormers and roof lights should be set back from the eaves (B) and gable by at least 0.5m (C)
- They should be at least 0.5m away from the party walls with adjacent properties. (D)

**8.39** Where there are existing dormers in the same roof plane, for instance in a terrace, new dormers should line up horizontally.

**8.40** It is also important that dormers and roof lights reflect the pattern of existing window openings. They should be positioned to line through vertically with the window openings below.

**Materials**

- Roofing materials for pitched roof dormers should match the main roofing material.
- Unless glazed, the sides (or cheeks) of the dormer should be the same or similar in appearance, particularly in colour to the main roofing material.
- Cladding to the front of the dormer should be minimised.
- Glazing on windows on the side elevation must be obscure.

## Supplementary Planning Document: House Extensions and Other Domestic

### Extensions for the Benefit of Disabled Persons

- 8.41 There is an exemption from planning fees for applications that shall be used solely for the benefit of the disabled person. This is interpreted as necessary adaptations, such as a downstairs bedroom or toilet/shower room.
- 8.42 The majority of these applications are as a result of the person being assessed by the Council's Aids and Adaptations Unit, and that assessment, with a recommendation of needs, is passed to the Council's Grants Agency, who then evaluate that persons suitability for a Disabled Facilities Grant (DFG) if the person is a homeowner. Council Tenants would be passed on to Berneslai Homes for suitability checks.
- 8.43 If you are intending to submit an application on behalf of a disabled person, it may be worthwhile taking the following, used when assessing the suitability for DFG works by the Grants Agency, as a guide for the nature and type of the extension.
- Single Bedroom 8.4 square metres
  - Double Bedroom 10.2 square metres
  - Bathrooms (Level Access Shower, Toilet and Wash Basin) 5 square metres
- 8.44 All the above are internal floor area measurements. This is a minimum figure and may vary, for example, if a wheelchair turning area or hoist is required.

## 9. Other issues/consents

### Building regulations

- 9.1 Even when planning permission is not required, it is almost always necessary to obtain approval under Building Regulations. Building Control is concerned with ensuring any alterations/ extension of your dwelling is undertaken in a safe and satisfactory manner. Please be aware that, under some circumstances, compliance with Building Regulations may well impact upon the overall design of an extension or alteration to a property, which may conflict with the planning design guidance given within this document. For further information please Tel: 01226 772678.
- 9.2 Good neighbourliness and fairness are among the yardsticks against which your proposals will be measured. You are strongly advised to discuss your plans with your neighbours before submitting your application. Your nearest neighbours, usually at least the properties either side of you will be notified of your proposals by the council and invited to make comments. Their views will be taken into account by the council in reaching a decision. If you are thinking of extending your house, think about what this may mean to your neighbour as well.
- 9.3 **Site visits are likely to take place as part of the consideration of the planning application. There is no statutory requirement to inspect the planning application after works have been completed however, the Council may undertake periodic checks.**

## Supplementary Planning Document: House Extensions and Other Domestic

**9.4** As part of the building control function, scheduled site visits will be undertaken to ensure that national building standards are achieved to ensure buildings are safe, healthy and accessible.

Finally, the Council has adopted a planning compliance policy and this sets out the council's approach to planning enforcement functions. This is a reactive service, predominantly replying on breaches of planning control being reported to the Council which are in turn investigated by the Council's planning enforcement team.

### Listed buildings/Conservation areas

**9.5** If your property is a Listed Building or is located within a Conservation Area, special policies and restrictions will apply. In such a case, it is advisable to discuss your proposal at the earliest opportunity with the Conservation Officer on 01226 772576.

### Security considerations

**9.6** The most vulnerable areas for domestic properties are the sides and the rear. This is where extensions are often built and if not constructed to the appropriate standards they can become a security risk. The design of single storey extensions in particular should be carefully considered from a security point of view. Flat roofs can compromise the security of a property by allowing access to first floor windows.

**9.7** Further information on security considerations can be sought from the local Police Crime Reduction/Designing out Crime Officer on 01226 736017, or at:

South Yorkshire Police  
The HUB,  
Safer Neighbourhood Services  
Barnsley Police Station  
S70 2DL

Email: [barry.regan@southyorks.pnn.police.uk](mailto:barry.regan@southyorks.pnn.police.uk)

### Boundaries/private civil matters

**9.8** When an extension or even a separate garage is built up to the property boundary, this may involve foundations or guttering encroachment over the boundary. This may not be acceptable to your neighbour and means that you cannot build the extension without your neighbour's consent even if planning permission is granted. Alternatively, set the extension away from the boundary to avoid encroachment. If an extension is built on or close to the boundary, access from your neighbours' property may be needed to build your extension and maintain it in the future. This would be a private legal matter between you and your neighbour and emphasises the need to discuss your proposals with your neighbour before submitting an application.

**9.9** Even when planning permission is granted, this does not affect your neighbour's rights under civil law to prevent the work from being carried out if it involves development on their land.

## Supplementary Planning Document: House Extensions and Other Domestic

- 9.10 Information regarding 'The Party Wall etc. Act 1996' published by the Ministry of Housing, Communities and Local Government (MHCLG), provides full information on your rights and duties under the Act and can be accessed using the following link:

<https://www.gov.uk/guidance/party-wall-etc-act-1996-guidance>

- 9.11 If your extension or outbuilding is designed to be built up to a boundary with the highway (a footpath, road or verge) then encroachment of foundations or guttering over the boundary will not be acceptable and must be redesigned so that there is no encroachment.

### Environment Agency Flood Risk Standing Advice

- 9.12 Householder extensions and alterations often fall within Environment Agency flood risk standing advice when the development lies within Flood Zones 2 or 3. The Environment Agency has published a series of standard comments for local planning authorities and planning applicants to refer to on 'lower risk' development proposals. These comments replace direct case-by-case consultation. These standard comments are known as Flood Risk Standing Advice. They can be viewed at <https://www.gov.uk/guidance/flood-risk-assessment-for-planning-applications#when-to-follow-standing-advice>

### Environmental Permits and Main Rivers

- 9.13 The Environmental Permitting (England and Wales) Regulations 2016 require a permit or exemption to be obtained for any activities which will take place:
- on or within 8 metres of a main river (16 metres if tidal)
  - on or within 8 metres of a flood defence structure or culverted main river (16 metres if tidal)
  - on or within 16 metres of a sea defence
  - involving quarrying or excavation within 16 metres of any main river, flood defence (including a remote defence) or culvert
  - in the floodplain of a main river if the activity could affect flood flow or storage and potential impacts are not controlled by a planning permission

For further guidance please visit <https://www.gov.uk/guidance/flood-risk-activities-environmental-permits> or contact our National Customer Contact Centre on 03708 506 506 (Monday to Friday, 8am to 6pm) or by emailing [enquiries@environment-agency.gov.uk](mailto:enquiries@environment-agency.gov.uk). The applicant should not assume that a permit will automatically be forthcoming once planning permission has been granted, and we advise them to consult with us at the earliest opportunity.



# Equality Impact Assessment

## Supplementary Planning Documents

### Stage 1 Details of the proposal

<b>Name of service</b>	Regeneration and Culture
<b>Directorate</b>	Growth and Sustainability

<b>Name of officer responsible for EIA</b>	Paula Tweed
<b>Name of senior sponsor</b>	Garry Hildersley

<b>Description / purpose of proposal</b>	<p>This EIA covers all the Supplementary Planning Documents and Planning Advice Notes prepared by the Council to date since the adoption of the Local Plan on 3<sup>rd</sup> January, 2019.</p> <p>It has been updated to include those SPD's updated and produced since the first draft in 2019.</p>
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<b>Date EIA started</b>	24/10/19
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<b>Review date</b>	<p>Latest review done 1/12/23</p> <p>Further reviews to be done to include other SPD's</p>
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### Stage 2 - About the proposal

<b>What is being proposed?</b>	<p>Following adoption of the Local Plan on 3<sup>rd</sup> January, 2019, the Council prepared and adopted 26 Supplementary Planning Documents (SPD's) and Planning Advice Notes (PAN's 2019).</p>
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The Local Plan was subject to an Equalities Impact Assessment (EIA). This EIA considers the implications of all the SPD's and PAN's prepared to date.

The documents considered in this EIA are listed below:

**Adopted May 2019**

- Financial Contributions for schools SPD
- Barn Conversions SPD
- Trees and Hedgerows SPD
- Shop Front Design SPD
- Advertisements SPD
- House Extensions and other Domestic Alterations SPD
- Residential Amenity and the siting of buildings SPD
- Design of Housing Development SPD
- Open Space Provision on New Housing Developments
- Removal of Agricultural Occupancy Conditions SPD
- Mortar Mixes for pointing historic buildings
- Hot Food Takeaways SPD
- Walls and Fences SPD
- Lawful Development Certificates
- Affordable Housing
- Heritage Impact Statements
- Biodiversity and Geodiversity
- Hot Food Takeaways PAN

**Adopted November 2019**

- Sustainable Travel SPD
- Planning Obligations SPD
- Parking SPD
- Section 38 Agreements PAN
- Section 278 SPD
- Development on land affected by contamination SPD
- Elsecar Conservation Area Design and Maintenance Guide SPD
- Cawthorne Village Design Statement SPD

**Adopted July 2022**

- Update to Sustainable Travel SPD (supersedes 2019 version)
- Update to Affordable Housing SPD (supersedes 2019 version)

**Adopted July 2023**

- Update to the Design of Housing SPD
- New Sustainable Construction and Climate Change Adaptation SPD

**Proposed for adoption March 2024**

- Update to Biodiversity and Geodiversity SPD
- Update to House Extensions and Other Domestic Alterations SPD

**Consulted on Summer 2023**

- Update to Financial Contributions to Educational Provision SPD

**Why is the proposal required?**

Supplementary Planning Documents (SPD) and Planning Advice Notes (PAN) provide further advice and guidance to people submitting planning applications. They set out guidance on various policy topics and how Local Plan policies will be applied.

**What will this proposal mean for customers?**

The documents mean that anyone submitting a planning application will have more clarity on certain topics. The documents deal with a wide range of issues including design so will have implications for future residents of new homes, users of businesses etc.

**Use the questions in the Guidance (**Preliminary screening process**) to decide whether a full EIA is required**

X Yes - EIA required (go to next section)

No – EIA not required (provide rationale below)

**Data: Generic demographics**

What generic data do you know about the people who will be affected by the proposal?

This could be internal data held such as ward profiles, JSNA results, if the proposal is inward facing look at the current workforce data,

Are there any external data publications relevant to the proposal? For example from the Office of National statistics, Census data, Public Health England, Charity publications

The documents will be used by anyone who submits a planning application in the borough. For example this could be residents who wish to extend their home, or could be developers undertaking larger scale developments, for example building houses or employment land.

**Data: Service data / feedback**

What do you already know about the equality impact of the service/location/policy/contract? This could be from complaints / compliments, stakeholder feedback, staff anecdotal evidence etc.

**Data: Previous / similar EIA's**

Has there already been an EIA on all or part of this before, or something related? If so, what were the main issues and actions it identified?

An EIA was undertaken on the whole of the Local Plan and the policies it contains. The SPD's link to the Local Plan policies relevant to the particular topic. The Local Plan EIA concluded that all policies and proposals apply to all sectors of the community equally. The policies make provision for a range of housing types to meet differing needs for example affordable housing etc. The Design policy D1 seeks to ensure development is designed to be accessible to all.

**Data: Formal consultation**

Has there been a formal consultation process? External engagement with equality forums? If so, what were the main issues and actions it identified?

There is a formal consultation process required to produce supplementary planning documents. Approval to consult on draft documents is sought from cabinet. A minimum of a four week public consultation process then takes place which is advertised in the press, on social media. Documents are made available on the Council's website. Hard copies are made available at the Library@thelightbox and all branch libraries. Once the documents are amended in light of comments made, Cabinet and Full Council approval is sought to adopt them.

Consultation on the documents that were adopted in May 2019 took place between 4<sup>th</sup> March 2019 and 1<sup>st</sup> April 2019.

Consultation on the 8 documents adopted on 28<sup>th</sup> November 2019 took place between 16/9/19 and 14/10/19.

Consultation on the documents adopted on 28<sup>th</sup> July 2022 took place between 29<sup>th</sup> November 2021 and 5<sup>th</sup> January 2022.

Consultation on the documents adopted 27<sup>th</sup> July 2023 took place between 28<sup>th</sup> November, 2022 and 6<sup>th</sup> January 2023.

Consultation on the documents yet to be adopted took place between 3<sup>rd</sup> July 2023 and 8<sup>th</sup> August 2023.

The same formal consultation process described above has taken place on the updated Sustainable Travel and Affordable Housing SPD's late 2021. The Equality Forums were sent the updated documents and asked if they wish to engage in the consultation.

The same formal consultation process was followed for the Design of Housing SPD, the Sustainable Construction and Climate Change Adaptation SPD, and the latest 3 consultation documents. These are: Biodiversity and Geological Conservation; House Extensions and Other Domestic Alterations and Financial Contributions to Educational Provision. The Equality Forums were sent the documents and asked if they wished to engage. No engagement took place, although we were able to attend the Youth Council to give presentations on all documents and comments have been taken into account.

Considering the evidence above, state the likely impact the proposal will have on people with different protected characteristics

(state if disproportionately high negative impact and highlight with red text)

Positive and negative impacts identified will need to form part of your action plan.

Protected characteristic	Negative ' - '	Positive ' + '	No impact	Don't know	Details
Sex			X		All the documents are available for all to use
Age			X		<p>All the documents are available for all to use</p> <p>The updated Design of Housing SPD is requiring that a percentage of dwellings are built to the following Building Regulations standards based on evidence in our Strategic Housing Market Assessment which notes the aging population and levels of disability in Barnsley.</p> <p>26% of all new dwellings should be built to M4(2) accessible and adaptable standard</p> <p>6% of new dwellings should be built to wheelchair accessible M4(3)(2)(b)</p> <p>Text has been added to the updated Design of Housing SPD to provide further guidance on design that takes into account those suffering with Alzheimer's or dementia.</p>
<p>Disabled</p> <p><i>Learning disability, Physical disability, Sensory Impairment, Deaf People ,invisible illness, Mental Health etc</i></p>		X			<p>A reference is included in the Parking SPD to ensure adequate parking is provided to cater for the needs of people with disabilities to ensure that all parking is designed in accordance with current regulations and standards including Building Regulations, Equalities Act, relevant British Standards and the South Yorkshire Residential Design Guide as appropriate.</p>

				<p>The Sustainable Travel SPD seeks contributions towards public transport and active travel enhancements and improvements to ensure developments are accessible to all. Whilst the document does not deal with the design of particular schemes, a cross reference has been added to ensure that all schemes that contributions are collected towards using this document, meet the needs of disabled people and are designed in accordance with current regulations and standards including Building Regulations, Equalities Act, relevant British Standards and the South Yorkshire Residential Design Guide as appropriate. This is still the case in the updated version.</p> <p>The updated Design of Housing SPD is requiring that a percentage of dwellings are built to the following Building Regulations standards based on evidence in our Strategic Housing Market Assessment which notes the aging population and levels of disability in Barnsley.</p> <p>26% of all new dwellings should be built to M4(2) accessible and adaptable standard</p> <p>6% of new dwellings should be built to wheelchair accessible M4(3)(2)(b)</p>
Race			X	All the documents are available for all to use. Translation and interpretation assistance will be made available upon request.
Religion & Belief			X	All the documents are available for all to use. Translation and interpretation assistance will be made available upon request.

Sexual orientation			X		All the documents are available for all to use
Gender Reassignment			X		All the documents are available for all to use
Marriage / civil partnership			X		All the documents are available for all to use
Pregnancy / maternity			X		All the documents are available for all to use

Other groups you may want to consider					
	Negative	Positive	No impact	Don't know	Details
Ex services			X		As above
Lower socio-economic			X		As above
Other ...					

If the proposal relates to the delivery of a new service, please refer to the Customer minimum access standards self-assessment (**found at** )

If not, move to Stage 7.

Please use the action plan at Stage 7 to document steps that need to be taken to ensure the new service complies with the Equality Act duty to provide reasonable adjustments for disabled people.

The proposal will meet the minimum access standards.

The proposal will not meet the minimum access standards. –provide rationale below.



## Stage 7 - Next Steps

### To improve your knowledge about the equality impact . . .

Actions could include: community engagement with affected groups, analysis of performance data, service equality monitoring, stakeholder focus group etc.

Action we will take:	Lead Officer	Completion date
Arrange targeted consultation such as face to face meeting with the equality forums as appropriate. Disability Forum likely to be the most relevant to the subjects covered by SPD's.	Paula Tweed	As required when new SPD's are prepared or adopted SPD's reviewed

### To improve or mitigate the equality impact . . .

Actions could include: altering the policy to protect affected group, limiting scope of proposed change, reviewing actual impact in future, phasing-in changes over period of time, monitor service provider performance indicators, etc.

Action we will take:	Lead Officer	Completion date
N/A		

### To meet the minimum access standards . . .(if relevant)

Actions could include: running focus group with disability forum, amend tender specification, amend business plan to request extra 'accessibility' funding, produce separate MAS action plan, etc.

Action we will take:	Lead Officer	Completion date
N/A		

Please summarise the main findings and next steps identified in this EIA.

The outcomes of this EIA must be documented in cabinet report. You could also include the EIA as an appendix to the report or reference it as a background paper.

You must also record which stakeholders need informing and how you will do this.

**Summary of equality impact**

The key equality impacts will be around providing translation and interpretation assistance to those individuals that require it to help them understand the SPD/PAN.

A reference is included in the Parking SPD to ensure adequate parking is provided to cater for the needs of people with disabilities to ensure that all parking is designed in accordance with current regulations and standards including Building Regulations, Equalities Act, relevant British Standards and the South Yorkshire Residential Design Guide as appropriate.

The Sustainable Travel SPD seeks contributions towards public transport and active travel enhancements and improvements to ensure developments are accessible to all. Whilst the document does not deal with the design of particular schemes, a cross reference has been added to ensure that all schemes that contributions are collected towards using this document, meet the needs of disabled people and are designed in accordance with current regulations and standards including Building Regulations, Equalities Act, relevant British Standards and the South Yorkshire Residential Design Guide as appropriate. This is still the case in the updated SPD.

The updated Design of Housing SPD is requiring that a percentage of dwellings are built to the following Building Regulations standards based on evidence in our Strategic Housing Market Assessment which notes the aging population and levels of disability in Barnsley.

26% of all new dwellings should be built to M4(2) accessible and adaptable standard

6% of new dwellings should be built to wheelchair accessible M4(3)(2)(b)

Text has been added to the updated Design of Housing SPD to provide further guidance on design that takes into account those suffering with Alzheimer's or dementia.

**Summary of next steps**

As stated earlier should any further documents be produced or when SPD's are reviewed, we will seek to arrange targeted consultation such as face to face meeting with the equality forums as appropriate. Disability Forum likely to be the most relevant to the subjects covered by SPD's/ PAN's. Face to face consultation has been offered but has not been taken up other than where we have been invited to present to the Youth Council.

	<p>No face to face consultation took place on the Sustainable Travel SPD and Affordable Housing SPD due to Covid 19.</p> <p>We will ensure that all future consultation material is accessible both on line and in accessible locations.</p>
<p><b>How stakeholders will be informed</b></p>	<p>SPD's/PAN's are only applicable to individuals submitting planning applications.</p> <p>Any language/access issues will be addressed based on the merits of the individual application submitted.</p>
<p><b>Signature (officer responsible for EIA)</b>  <b>Date 8/11/21</b>  <b>Updates added 9/5/22 and 3/3/23</b>  <b>Latest updates added 1/12/23</b></p>	<p>Paula Tweed</p>

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**BARNSELY METROPOLITAN BOROUGH COUNCIL**

**REPORT OF THE: EXECUTIVE DIRECTOR (CHILDREN'S SERVICES)**

**REVISED TERMS OF REFERENCE FOR THE CORPORATE PARENTING PANEL**

<b>REPORT TO:</b>	<b>CABINET</b>
<b>Date of Meeting</b>	<b>20<sup>th</sup> MARCH 2024</b>
<b>Cabinet Member Portfolio</b>	<b>CHILDREN'S SERVICES</b>
<b>Key Decision</b>	<b>No</b>
<b>Public or Private</b>	<b>Public</b>

**Purpose of report**

To present the revised terms of reference for the Corporate Parenting Panel, following a recent review.

**Council Plan priority**

The Corporate Parenting Panel holds to account the role of the Council, together with statutory and non-statutory partners in improving the range of outcomes for children in care and young people leaving care, particularly through the Borough's Children in Care and Care Leavers Strategy. The Panel supports the following Council Priorities:

- A **Healthy Barnsley** – by ensuring care experienced young people are safeguarded from all forms of harm, are able to maintain their physical and mental wellbeing and are enabled to have equal access to services of relevance to their needs.
- A **Learning Barnsley** – through ensuring care experienced young people achieve their potential and acquire qualifications and skills that will allow them to access the employment market and enable them to become active citizens in sustainable and inclusive communities.

**Recommendations**

**That Cabinet endorses the Corporate Parenting Panel's revised terms of reference for consideration and approval at the meeting of Full Council, on 28<sup>th</sup> March 2024.**

## **1. INTRODUCTION**

- 1.1 The current terms of reference for the Corporate Parenting Panel were conceived in 2013, in response to the outcomes and recommendations of Ofsted's inspection of safeguarding and services for looked after children (SLAC) during the previous year.
- 1.2 These terms of reference placed an onus upon the Corporate Parenting Panel to effectively hold to account the role of Council services, together with partners in promoting the overall wellbeing of children and young people in care and young people leaving care so that they could make a successful transition into adult life.
- 1.3 At its meeting held on 17<sup>th</sup> July 2023, the Panel discussed the need to review its existing terms of reference as part of ensuring it remained compliant with its responsibilities, particularly under Part 1V of the Children Act (1989) and Part 1, Chapter 1 of the Children and Social Work Act (2017).
- 1.4 It was also imperative that the Panel's focus was upon ensuring that Council services and both statutory and non-statutory partners made the required progress in helping achieve the objectives of the Borough's Children in Care and Care Leavers Strategy (2022-25) particularly in relation to the sufficiency of placements, through helping increase the number of Local Authority foster carers, reducing caseloads and that care experienced young people and their families maintain stable, long-term relationships with their social workers.
- 1.5 Moreover, the Government's published its final response to the findings of the Independent Review of Children's Social Care in September 2023 which established its vision for the reform of children's social care. This included a document entitled "*Stable Homes, Built on Love*" aimed at transforming services to best meet the needs of vulnerable children in need of care and young people leaving care amidst unprecedented rising demand. As a result, Members of the Panel agreed that revisions to the terms of reference should also be informed by these developments.

## **2. PROPOSAL**

- 2.1 The Panel's revised terms of reference are appended to this report. The document reflects the statutory responsibilities upon the Panel which have developed following 2013, notably in relation to the Children and Social Work Act (2017) and the following seven principles for corporate parenting:
  - (a) To act in the best interests and promote the physical, mental and emotional wellbeing of children and young people in care.
  - (b) To encourage young people in care to express their views, wishes and feelings.
  - (c) To actively consider the views, wishes and feelings of children and young people in care.

- (d) To help children and young people in care gain access to and make the best use of services provided by the Local Authority and its relevant partners.
  - (e) To promote high aspirations and seek to secure the best outcomes for such children and young people.
  - (f) For such children and young people to be safe and for stability to be assured in their home lives, relationships, education and work.
  - (g) To prepare young people leaving care for adulthood and independence.
- 2.2 These principles correlate with our own ambitions for children in care and young people leaving care as expressed in the Borough's Children in Care and Care Leavers Strategy (2022-250 outlined below:
- They are safeguarded from all forms of harm.
  - To promote their health and wellbeing.
  - To ensure they achieve their potential through good educational attainment.
  - To enable them to make a positive contribution to society.
  - To help them make a successful transition to adulthood and attain skills and qualifications that will enable them to access sustainable employment and become active citizens in their communities.
- 2.3 Equally, the revised terms of reference recognise and will help the Panel prepare for developments in the reform of children's social care, including Outcome 4 of the National Framework for Children's Social Care, namely that children in care and care leavers benefit from caring and loving homes, as detailed in the Government's aforementioned, document '*Stable Homes, Built on Love*'.
- 2.4 It was widely expected that a Children's Social Care Reform Bill was to be included in the Government's legislative programme for the 2023/24 Parliamentary year. This would have paved the way for primary legislation that should have included extending the role of 'corporate parent' to that of a '*community parent*' to include central government departments and the local NHS and Police.
- 2.5 Cabinet will be aware that, ultimately, there was no room for such a Bill and therefore this proposal does not currently form part of the Panel's terms of reference. However, both the South Yorkshire Integrated Care Board, through the Barnsley Place Partnership and the South and West Yorkshire NHS Partnership Foundation Trust are integral members of the Corporate Parenting Panel. whilst it is also proposed that, in view of updated statutory guidance concerning the safeguarding of vulnerable children and young people, South Yorkshire Police be invited to become a member of the Panel.
- 2.6 Similarly, it is proposed that the Cabinet Spokesperson (Public Health and Communities) be appointed to the Panel, subject to Full Council approval, together with the appointment of the Service Director (Education, Early Start and Prevention) as a co-opted member.

- 2.7 These proposed appointments reflect the importance of reducing health deprivation among vulnerable groups of children and ensuring effective prevention, early help and '*edge of care*' services, particularly through Barnsley's 'Supporting Families' and 'Start for Life' Programmes further improve outcomes.
- 2.8 With these considerations in mind, Cabinet is recommended to endorse the Corporate Parenting Panel's revised terms of reference for consideration and approval at the meeting of Full Council, on 28<sup>th</sup> March 2024.

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

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

- 3.2 There are no direct financial implications for the Council or Children Services arising from changes to the terms of reference of the Corporate Parenting Panel as outlined in this report.

#### **3.3 Legal**

- 3.4 Under the revised terms of reference the Corporate Parenting Panel will continue to be fully compliant in helping ensure the Council fulfils its statutory responsibilities towards children in care and young people leaving care.

#### **3.5 Equality**

- 3.6 As part of its consultation document '*Stable Homes, Built on Love*' the Government originally proposed that experience of care and leaving care, should be a protected characteristic and primary legislation would have been instrumental in amending the Equality Act (2010) to ensure these vulnerable groups did not face any unlawful discrimination.

- 3.7 However, the required legislation did not emerge, although the Council itself has extended the scope of support offered to young people leaving care, including access to accommodation, skills and employment which was commended by Ofsted, following its focused visit on the progress and experience of young people leaving care, early in 2023.

- 3.8 An equality impact assessment will be included as part of the Panel's annual report to both Cabinet and Full Council, later this year.

#### **3.9 Sustainability**

- 3.10 There are no implications for the local environment or sustainability in the Borough arising through this report.

#### **3.11 Employee**

- 3.12 Similarly, there are no implications for the Council's workforce, arising from this report.



### **3.13 Communications**

3.14 There are no communications implications for Cabinet to consider, resulting through this report.

## **4. CONSULTATION**

4.1 Both the Corporate Parenting Panel, including partner organisations and the Senior Management Team have been consulted and have endorsed the revised terms of reference.

## **5. ALTERNATIVE OPTIONS CONSIDERED**

5.1 The exclusive purpose of this report is to outline the rationale for revising the Corporate Parenting Panel's terms of reference, to bring it up to date with developments in the role of corporate parent as defined in recent legislation and reforms in children's social care.

5.2 Equally, the revised terms of reference will enable the Panel to maintain effective oversight in achieving the objectives of Barnsley's Children in Care and Care Leavers Strategy, particularly our placement sufficiency and workforce proposals which form a crucial element of the Children's Services Financial Recovery Plan.

5.3 Improving the range of outcomes for looked after children, young people leaving care and promoting the inclusion of these vulnerable groups aligns with our overall 'Vision' for Barnsley as a *Place of Possibilities* during the next decade.

## **6. REASONS FOR RECOMMENDATIONS**

6.1 Please see Paragraphs 5.1 -5.3 of this report.

## **7. GLOSSARY**

7.1 None, applicable.

## **8. LIST OF APPENDICES**

8.1 Appendix 1: Draft Terms of Reference of the Corporate Parenting Panel  
Appendix 2: Governance arrangements for the Corporate Parenting Panel

## **9. BACKGROUND PAPERS**

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

**10. REPORT SIGN OFF**

<b>Financial consultation &amp; sign off</b>	Senior Financial Services officer consulted and date <i>Joshua Amahwe (21/02/2024)</i>
<b>Legal consultation &amp; sign off</b>	Legal Services officer consulted and date <i>M P Farrell</i>  Marianne Farrell, Team Leader, Legal Services  20 <sup>th</sup> February 2024

**Report Author: Matthew Boud**

**Designation: Service Director (Children's Social Care and Safeguarding)**



## Terms of Reference of the Corporate Parenting Panel (2024-2027)

### 1.0 Introduction

- 1.1 For the purposes of the Constitution, the Corporate Parenting Panel acts as a regulatory body of the Council. The Panel's objective is to be a collaborative forum which enables Barnsley Metropolitan Borough Council to comply with its statutory responsibilities towards vulnerable children in care, together with young people leaving care.
- 1.2 These responsibilities are defined particularly under Part IV of the Children Act (1989) and Part 1, Chapter 1 of the Children and Social Work Act (2017)

### 2.0 Purpose of the Corporate Parenting Panel

- 2.1 The focus of the Corporate Parenting Panel is to help ensure the Council and local statutory partners achieve improved outcomes for children in care and young people leaving care in relation to the following:
- They are safeguarded from all forms of harm.
  - To promote their health and wellbeing.
  - To ensure they achieve their potential through good educational attainment.
  - To enable them to make a positive contribution to society.
  - To help them make a successful transition to adulthood and attain skills and qualifications that will enable them to access sustainable employment and become active citizens in their communities.
- 2.2 As part of this, the principal role of the Panel will be to scrutinise and hold to account, the progress of Children's Services and local partners in achieving the following:

**1. The objectives, indicators and targets of the Barnsley Children in Care and Young People Leaving Care Strategy (2022-2025) namely:**

- (a) Children in care are looked after in a safe and caring home.
- (b) To promote, support and respect the identity of every child in care or leaving care.
- (c) That children in care receive a good education.
- (d) Children in care and those leaving care are healthy.
- (e) Young people leaving care are prepared for their future and make a successful transition to adulthood.
- (f) Children in care and young people leaving care have a 'voice' and are involved in decisions aimed at improving their outcomes.

**2. The 'Seven Principles for Corporate Parenting' set out in Part 1, Chapter 1 of the Children and Social Work Act (2017), namely:**

- (a) To act in the best interests and promote the physical, mental and emotional wellbeing of children and young people in care.
- (b) To encourage young people in care to express their views, wishes and feelings.
- (c) To actively consider the views, wishes and feelings of children and young people in care.
- (d) To help children and young people in care gain access to and make the best use of services provided by the Local Authority and its relevant partners.
- (e) To promote high aspirations and seek to secure the best outcomes for such children and young people.
- (g) For such children and young people to be safe and for stability to be assured in their home lives, relationships, education and work.
- (h) To prepare young people leaving care for adulthood and independence.

**3. Outcome 4 of the National Framework for Children's Social Care, namely that children in care and care leavers benefit from caring and loving homes.**

**3.0 Responsibilities of the Corporate Parenting Panel**

**3.1 The Panel will exercise the following responsibilities:**

- To provide clear strategic, partnership- based leadership in relation to corporate parenting.
- To ensure the Council acts as a good corporate parent in accordance with our 'Pledge' to children in care and our 'Covenant' to young people leaving care.
- To monitor and review progress, together with ensuring achievement of the objectives inherent within the Barnsley Children in Care and Young People Leaving Care Strategy.
- To focus on improving the range of outcomes for care experienced children and young people.

Terms of Reference of the Corporate Parenting Panel (February 2024)

- To consider recommendations from internal reviews, peer reviews and inspections of services for children in care and young people leaving care. To hear the voice of looked after children and care experienced young people, including involving them in meetings. To monitor the education needs of care experienced children, promoting positive engagement of education partners in corporate parenting.
- To ensure Barnsley Metropolitan Borough Council actively promotes the equality and inclusion of children in care and young people leaving care across its services.
- To ensure that the experience and perspective of the entire range of care experienced children and young people, including those with special or complex needs inform the co-production of services and help shape policy and strategy as well as monitor performance.
- To act as the Governing Body for the Virtual School for looked after and other groups of vulnerable children.
- To raise the ambitions and aspirations of children in care and young people leaving care and at the same time improve the life chances of these vulnerable groups of young people.
- To advise the Lead Member for Children's Services, Cabinet and Full Council on matters and developments concerning corporate parenting.

#### **4.0 Functions of the Corporate Parenting Panel**

4.1 The Corporate Parenting Panel will develop an iterative work programme which will include consideration of the following:

- Statutory reports, including annual reports concerning adoption, fostering and the commissioning of services.
- Performance reports relating to the data set of current and future indicators for children in care and care leavers, including placement stability, timeliness of assessments and reviews, together with the performance of adoption and fostering services along with the Local Authority's children's homes.
- Performance in meeting the health and education needs of children and young people in care.
- Services to care leavers, including accommodation, access to further and higher education, together with help with the costs of living.
- To review any complaints from children in care or young people leaving care in relation to their quality of practice.
- To undertake meetings with children in care and care leavers, front-line practitioners and foster carers to obtain an understanding of practice and standards of care.
- To undertake quality assurance visits to services and teams to obtain an understanding of practice and standards.

#### **5.0 Membership of the Corporate Parenting Panel**

5.1 The membership of the Corporate Parenting Panel will be reviewed each year and nominations will be agreed at the Annual Meeting of Full Council, based

Terms of Reference of the Corporate Parenting Panel (February 2024)

upon the Council's rules concerning political proportionality in the appointment of elected members to Council bodies.

- 5.2 However, both the Cabinet Spokesperson (Children's Services) (*the statutory lead member for children's services*) together with the Cabinet Support Member (Children's Services) will be permanent members of the Panel, with consideration being given to appointing the Cabinet Spokesperson (Place Health and Adult Social Care) and Cabinet Spokesperson (Public Health and Communities) or their Cabinet Support Members to the Panel.
- 5.3 Co-opted members of the Panel should include the following:
- The Executive Director (Children's Services) (*the statutory director of children's services*)
  - Service Director (Children's Social Care and Safeguarding) Barnsley MBC
  - Service Director (Education, Early Start and Prevention)
  - Head of Service (Children in Care and Care Leavers) Barnsley MBC
  - The named or designated doctor and nurse for children in care Barnsley Hospital NHS Foundation Trust
  - The lead officer for children's and adolescent mental health services South and West Yorkshire Partnership NHS Foundation Trust
  - The Virtual Head Teacher for looked after and other groups of vulnerable children, Barnsley MBC
  - Head of Service (Joint, Integrated Commissioning of Children's Services) Barnsley MBC and Barnsley Place Partnership
  - Chief Superintendent (South Yorkshire Police: Barnsley District)
  - Head of Young People's Skills and Enterprise, Barnsley MBC
  - Youth Participation and Engagement Manager, Barnsley MBC (*as the representative of the Barnsley Care4Us Council*)
- 5.4 Stewardship of the Corporate Parenting Panel
- 5.5 The Cabinet Spokesperson (Children's Services) will be nominated at the Annual Meeting of Council to act as the permanent Chairperson of the Panel during the municipal year. Similarly, the Cabinet Support Member (Children's Services) will also be nominated at the Annual Meeting of Council to act as the permanent Vice-Chairperson of the Panel during the same period.
- 5.6 Frequency and Support for Meetings of the Panel
- 5.7 The Corporate Parenting Panel will meet at least four times during the municipal year and two additional meetings of the Panel will be held and led by young people in care. These additional meetings will focus upon issues of relevance and importance to these young people.
- 5.8 The Service Director (Children's Social Care and Safeguarding) assisted by the Head of Service (Children in Care and Care Leavers) will support all the arrangements for meetings of the Panel.

- 5.9 The Service Director (Children’s Social Care and Safeguarding) together with the Head of Service (Children in Care and Young People Leaving Care) will also be responsible for ensuring any officers with specific, operational responsibility for any service concerning children in care and care leavers attend meetings of the Panel and report upon matters of relevance.
- 5.10 Meetings of the Corporate Parenting Panel should be available to view by the public and media upon request, even if public attendance is not possible. The agenda and documents for the meetings of the Panel will be circulated five working days prior to each meeting. The provisions of Part 1, Schedule 12 (A) concerning the exemption of information from publication will apply to all meetings of the Panel.
- 5.11 Meetings of the Corporate Parenting Panel will be declared as being quorate and any recommendations validated subject to the attendance of at least four elected representatives. In accordance with the Council’s Constitution and the Code of Conduct for Elected Members, any declarations of interest of a personal or pecuniary nature will need to be submitted and recorded.
- 5.12 The minutes of meetings of the Panel will not normally be submitted to the Cabinet or Full Council unless it is on an exceptional basis. The Chairperson of the Panel together with the Executive Director (Children’s Services) will submit an annual report on the work of the Panel both to Cabinet and Full Council.

## **6.0 Elected Member Training**

- 6.1 Newly nominated elected member representatives to the Corporate Parenting Panel will receive an induction outlining their role and responsibilities as Panel members within the Council’s broader role of corporate parent.
- 6.2 All elected member representatives of the Panel will also receive one formal ‘refresher’ session on the role and responsibilities of the corporate parent as well as a set of three briefer sessions, based upon the following:
- The role and purpose of the Corporate Parenting Panel, including the Terms of Reference, together with an overview of other statutory or strategic partners.
  - Meeting the health and wellbeing needs of children in care, our corporate responsibilities, together with those of statutory local partners.
  - Meeting the educational needs of children in care and our corporate responsibilities.
  - Ensuring meaningful participation and engagement among children in care and young people leaving care. Ensuring the ‘Voice’ of the child informs the planning and commissioning of services, either individually or collectively via the Care4Us Council.
  - Our responsibilities concerning the sufficiency of placements for children in need of care.

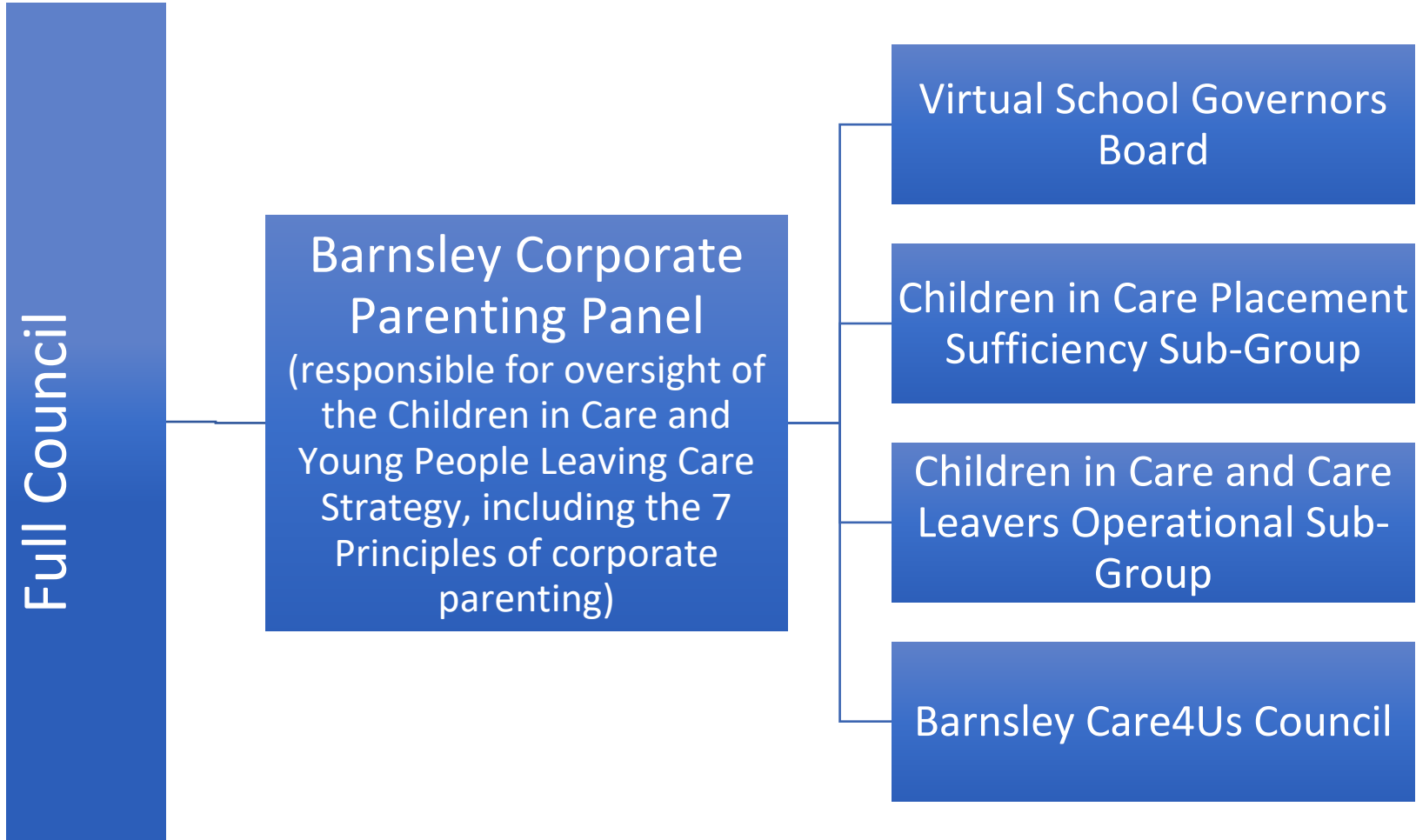
- Understanding and interpreting reports on the performance of services against local and national benchmarks, including Outcome 4 of the National Framework for Children’s Social Care.

## **7.0 Review and Updating the Terms of Reference**

- 7.1 These Terms of Reference will be periodically reviewed as part of ensuring the Panel continues to effectively fulfil its role and responsibilities in improving the range of outcomes for children in care and young people leaving care.



Governance arrangements for the Corporate Parenting Panel



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## BARNSELEY METROPOLITAN BOROUGH COUNCIL

**REPORT OF:** EXECUTIVE DIRECTOR CORE SERVICES

**TITLE:** Implementation of the 2024/25 Pay Policy Statement

<b>REPORT TO:</b>	<b>CABINET</b>
<b>Date of Meeting</b>	<b>20 March 2024</b>
<b>Cabinet Member Portfolio</b>	<b>Core Services</b>
<b>Key Decision</b>	<b>Yes</b>
<b>Public or Private</b>	<b>Public</b>

### **Purpose of report**

The purpose of this report is to seek approval to implement the council's 20225 Pay Policy Statement in accordance with section 38 to 43 of the Localism Act 2011.

### **Council Plan priority**

The Pay Policy Statement contributes to the following council's strategic priorities:

- Healthy Barnsley
- Learning Barnsley
- Enabling Barnsley

### **Recommendations**

That Cabinet recommend that Full Council:-

1. Approve the 2024/25 Pay Policy statement contained at Appendix 1.

## **1. INTRODUCTION**

1.1 Local Authorities are required under section 38(1) of the Localism Act 2011 (the Act) to prepare a Pay Policy Statement. The statement must articulate the council's policy towards the pay of the workforce, particularly Chief Officers and lowest paid employees.

1.2 The Act requires that Pay Policy Statements are produced annually, are considered by full council and are published on the council's website.

## **2. PROPOSAL**

2.1 The 2024/25 Pay Policy Statement has been reviewed in accordance with the Act and has been updated with the following:

- All paragraphs containing council links to internal documents have been updated to reflect the latest versions sat within SharePoint.
- Paragraph 2.5 has been updated to reflect the updated School Teachers Pay and Conditions Document 2023.
- Paragraph 3.1 has been updated to reflect the latest salaries and hourly rate of pay.
- Paragraph 4.1 has been updated with the latest salaries, median average and pay multiple.
- Paragraph 4.2 has been updated to reflect the statement of accounts for 2022/23.
- Paragraph 11.2 has been updated to reflect an increase in the council's contribution rate for the Teachers Pensions Scheme.

## **3.0 IMPLICATIONS OF THE DECISION**

### **3.1 Financial and Risk**

There are no direct financial implications for the council as a result of this report. All costs are covered within existing budgets.

The recommended policy provides information on how the council remunerates its employees and as such provides a standard framework to be applied to employee remuneration therefore reduces the risk of inconsistencies in this area.

### **3.2 Legal**

The Pay Policy Statement consolidates several existing policies that have previously been reviewed by Legal Services.

### **3.3 Equality**

Equality Impact Assessment Pre-screening completed determining full EIA not required.

### **3.4 Sustainability**

Decision-making wheel not completed as not considered relevant for this report.

### **3.5 Employee**

The proposed Pay Policy Statement applies to all employees except those employed in locally managed schools and brings together a number of existing policies and local agreements in one document.

### **3.6 Communications**

To comply with mandatory requirements the Pay Policy will be published on the council's website.

## **4. CONSULTATION**

4.1 The Senior Management Team has been consulted.

4.2 The Communications and Marketing Team has been consulted.

4.3 The Trade Unions have been informed.

## **5. ALTERNATIVE OPTIONS CONSIDERED**

5.1 An alternative option would be to not produce a Pay Policy Statement. However, this would contravene section 38(1) of the Localism Act 2011. Consequently, this is not a viable option.

## **6. REASONS FOR RECOMMENDATIONS**

6.1 For council to approve the 2024/25 Pay Policy statement contained at Appendix 1.

## **7. GLOSSARY**

7.1 DCLG – Department for Communities and Local Government.

## **8. LIST OF APPENDICES**

8.1 Appendix 1 – 2024/25 Pay Policy Statement.

## **9. BACKGROUND PAPERS**

9.1 DCLG Guidance: Openness and Accountability in Local Pay February 2012.

9.2 DCLG Guidance: Openness and Accountability in Local Pay Supplementary Guidance February 2013.

9.3 DCLG Local Government Transparency Code 2014.

9.4 Localism Act 2011

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

**10. REPORT SIGN OFF**

<b>Financial consultation &amp; sign off</b>	Colette Tyrell, Strategic Finance Business Partner  23/01/2024
<b>Legal consultation &amp; sign off</b>	Legal Services officer consulted and date  David Nuttall 26.01.2024

**Report Author: Anne Marie Tolan**  
**Post: Reward and HR Systems Manager**  
**Date: 23 January 2024**

**PAY POLICY STATEMENT FOR THE PERIOD 1 APRIL 2024 TO 31 MARCH 2025****Contents**

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## **PAY POLICY FOR THE PERIOD 1 APRIL 2024 TO 31 MARCH 2025**

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### **1.0 INTRODUCTION AND SCOPE**

- 1.1 At Barnsley Council we value diversity and are committed to equality within our workforce. Our ambition for Barnsley Council is to be a place where everyone is valued, respected, treated fairly and with dignity. The approach we take to equality and diversity is informed by our Vision and Values and seeks to address the challenges we face, and to learn from the progress and achievements we have made so far.
- 1.2 Pay fairness is an important part of this commitment and as well as defining our policy on pay and related allowances, as a council, we are working on actions identified in our gender pay gap.
- 1.3 In addition, Section 38 - 43 of the Localism Act 2011 (as supplemented) requires Barnsley Metropolitan Borough Council (referred to as the Council) to produce a policy statement that covers several matters concerning the pay of the Council's employees.
- 1.4 It details the arrangements for the determination of salary, how salary levels are determined, the method for pay progression (where applicable) and the payment of allowances. It should be noted that the policy does not apply to employees within locally managed schools.
- 

### **2.0 DETERMINATION OF PAY**

#### **2.1 Chief Officers**

The Council's policy on remunerating Chief Officers is set out below and in Annex A. For the purpose of the policy a Chief Officer is defined as the Chief Executive and Executive Directors. The terms and conditions of employment for such Chief Officers are as specified in the Joint National Committee for Chief Executives and Joint National Committee for Chief Officers as supplemented by Local Agreements.

##### **2.1.1 Salary on Appointment**

The post will be advertised and appointed to at the agreed approved salary unless there is good evidence that a successful appointment of a person with the required skills, knowledge, experience, abilities and qualities cannot be made without varying the remuneration package. In such circumstances a variation to the remuneration package is appropriate under the Council's policy and any variation will be approved through the appropriate decision making process.

##### **2.1.2 Pay Increases**

The Council will apply any pay increases that are agreed by relevant national negotiating bodies and/or any pay increases that are agreed through local negotiations. The Council will also apply any pay increases that are as a result of authority decisions to significantly increase the duties and responsibilities of the post in question beyond the normal flexing of duties and responsibilities that are expected in senior posts. Beyond this the Council would not make additional payments outside those specified in the contract of employment.

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## **2.2 NJC Grades 1 to 17**

The Council uses the National Joint Council (NJC) Job Evaluation Scheme and has a pay structure consisting of 17 Grades which can be found in the link below.

### [17 Grade Pay Structure](#)

The grading structure currently covers all staff on NJC terms and conditions up to Heads of Service level.

The pay grades for positions on NJC terms and conditions are determined utilising the NJC Job Evaluation scheme which is implemented jointly with the respective Trade Unions.

### **2.2.1 Salary on Appointment**

Employees appointed to positions on NJC Grades 1 to 17 will normally be placed on the first point of the grade for the post. However, managers, in consultation with their Service Director have the discretion to award higher starting points within the grade of the post in order to salary match or if justified by the skills and experience of the candidate.

### **2.2.2 Salary on Promotion/Secondment**

On promotion or secondment employees should normally be placed on the first point of the grade for the post. However, managers, in consultation with their Service Director have the discretion to award higher starting points within the grade of the post in order to salary match or if justified by the skills and experience of the candidate.

### **2.2.3 Pay Increases**

The Council will apply any pay increases that are agreed by relevant national negotiating bodies and/or any pay increases that are agreed through local negotiations.

### **2.2.4 Pay Progression**

Pay progression for employees on NJC Grades 1 to 17 is as outlined in the Incremental Pay Progression Guidance attached in the link below.

### [Pay Progression](#)

## **2.3 Service Directors**

Service Directors will be paid on the same fixed salary determined through pay benchmarking.

### **2.3.1 Salary on Appointment**

Appointments will be to the agreed fixed salary for Service Directors unless there is good evidence that a successful appointment of a person with the required skills, knowledge, experience, abilities and qualities cannot be made without varying the remuneration package. In such circumstances a variation to the remuneration package

is appropriate under the Council's policy and any variation will be approved through the appropriate decision making process.

### 2.3.2 Pay Increases

The Council will apply any pay increases that are agreed by relevant national negotiating bodies and/or any pay increases that are agreed through local negotiations. The Council will also apply any pay increases that are as a result of authority decisions to significantly increase the duties and responsibilities of the post in question beyond the normal flexing of duties and responsibilities that are expected in senior posts. Beyond this the Council would not make additional payments outside those specified in the contract of employment.

## 2.4 Soulbury Officers

### 2.4.1 Salary on Appointment

The Soulbury Committee provides a voluntary collective bargaining machinery in respect of the salaries and service conditions of the following categories: -

- a) Educational Improvement Professionals
- b) Educational Psychologists

An employee appointed to one of these positions for the first time shall be placed at the minimum of the scale deemed appropriate by the Council. Where the employee has had previous experience which the authority considers should be regarded as equivalent value to service, the Council shall determine a higher incremental point up to the maximum.

### 2.4.2 Educational Improvement Professionals

A salary scale for Educational Improvement Professionals should consist of no more than 4 points (subject to additional points needed to accommodate discretionary scale extensions or SPA points).

Educational Improvement Professionals undertaking the full range of duties would usually be appointed on a minimum point of 8.

Senior Educational Improvement Professionals undertaking the full range of duties would usually be appointed on a minimum point of 13

Leading Educational Improvement Professionals undertaking the full range of duties would usually be appointed on a minimum point of 20.

#### [Educational Improvement Professionals pay scale](#)

### 2.4.3 Educational Psychologists

Trainee Educational Psychologists in their second and third year of training should be paid on a point selected from the 6 point Trainee Educational Psychologist pay scale. While Trainee Educational Psychologists will be employed on the basis that they will be available for work for 3 days per week in the second year and 4 days per week in the third year of training, it is not intended that their pay rates should be applied on any pro rata basis

Assistant Educational Psychologists are paid on the Assistant Educational Psychologist pay scale and should not remain on this scale for more than 4 years.

Educational Psychologists would usually be appointed on an individual 6 point pay range on Scale A which will be 1-6, 2-7 or 3-8 based on an assessment of recruitment and retention and other local factors. Managers have the discretion to appoint above the minimum of the selected scale.

Senior Educational Psychologists would usually be appointed on a 4 point pay range on Scale B

Principal Educational Psychologists would usually be appointed on a 4 point pay range on Scale B with a minimum starting point of point 4.

Educational Psychologists paid on Scales A/B are also eligible for up to 3 Structured Professional Assessment (SPA) points

### [Educational Psychologists Pay Scale](#)

#### 2.4.4 Salary on Promotion/Secondment

On promotion or secondment employees should normally be placed on the first point of the range for the post. However, managers, in consultation with their Service Director have the discretion to award higher starting points within the grade of the post in order to salary match or if justified by the skills and experience of the candidate.

(The Council should provide a career structure for Educational Psychologists and further details can be obtained from The Report of the Committee on Salary Scales and Service Conditions of Inspectors and Advisory Officers of Local Education Authorities).

#### 2.4.5 Incremental Pay Progression

The pay awards for Advisors, Inspectors and Psychologists are effective from 1<sup>st</sup> September each year subject to six months service in the post, until the maximum of the grade is reached.

Soulbury staff also have the opportunity to apply for up to 3 further points on the salary scale (in addition to their 4-point range) and these are called Structured Professional Assessment points (SPA's). A copy of the application for Structured Professional Assessment Points Guidance notes can be found in the link below: -

### [Structured Professional Assessment Guidance](#)

## 2.5 Centrally Employed Teachers

The pay policy for Centrally Employed Teachers falls under the terms of the School Teachers Pay and Conditions and guidance on School Teachers' Pay and Conditions Document (referred to as the Document).

### [School Teachers' Pay and Conditions Document 2023 and guidance on School Teachers' Pay and Conditions](#)

The Council will review every qualified teacher's salary with effect from 1 September each year. Reviews may take place at other times of the year to reflect any changes in circumstances or job descriptions that will affect pay.

The statutory pay arrangements give significant discretion over the awarding of allowances and the criteria used by the Council to determine the application of the discretionary elements. Decisions on the way these discretions will be used are the responsibility of the Executive Director, Children's Services.

## **2.6 Adult Education Tutors**

Following the cessation of the (Silver Book) a Local Agreement for Adult Education Lecturers was agreed and implemented in September 2002. The Agreement covers staff employed as Lecturers (Qualified and Unqualified), Curriculum Co-ordinators, Lead Tutors, Curriculum Support and Information Officers Learning /Project Co-ordinators.

### Adult Education Tutors Pay Scales

#### **2.6.1 Salary on Appointment**

A new employee to the Service would normally be appointed at the bottom of the relevant pay scale although additional increments may be considered for previous relevant experience or continuous service in establishments recognised under the Redundancy Payments (Modification) Order 1999.

#### **2.6.2 Pay Progression**

The pay awards for employees covered by the Local Agreement for Adult Education Lecturers 2008 are based upon the pay increase awarded to JNC Youth and Community Workers. Any such awards are effective from 1<sup>st</sup> September each year.

During employment annual increments shall be awarded on 1<sup>st</sup> September each year subject to six months service in the post, until the maximum of the grade is reached.

## **2.7 Agenda For Change**

The Agenda for Change pay structure is applicable to staff within the extended remit of the NHS Pay Review Body (NHSPRB). The pay spine is divided into 9 pay bands (pay band 8 is subdivided into 4 ranges) and positions were assigned to a pay band in accordance with the NHS Job Evaluation Scheme.

#### **2.7.1 Salary on Appointment**

Upon commencement to a post staff were normally appointed to the lowest pay point of the agreed band with the exception of staff appointed on Band 5 who have accelerated progression through the first two pay points in six monthly steps providing management are satisfied that they meet the required 'standard of practice'. This 12-month period is known as the 'Preceptorship'. Employees affected by TUPE transferred on the same terms and conditions applicable pre-transfer. The Council reserves the right to evaluate and appoint to all new posts in accordance with the NJC terms and conditions for Local Government Employees.

#### **2.7.2 Salary on Promotion**

Pay on promotion should be set either at the minimum of the new pay band or, if this would result in no pay increase, the first pay point in the band which would deliver an

increase in pay. However, as stated in 2.7.1, the Council reserves the right to evaluate and appoint to all posts, including promotion opportunities, in accordance with the NJC terms and conditions for Local Government Employees.

### 2.7.3 Pay Progression

Progression through the individual pay bands is by annual increments on the anniversary of appointment to the post. This progression is dependent upon satisfactory performance in the role and demonstration of the agreed knowledge and skills appropriate to that part of the pay band as detailed in the NHS Knowledge and Skills Framework.

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## 3.0 LOWEST PAID SALARY

3.1 For the purpose of the policy lowest paid employees are defined as those earning the lowest paid salary in accordance with the councils pay structure. The lowest pay point in this Council is Grade 1 point 1 which equates to an annual salary of £22,366 and can be expressed as an hourly rate of pay of £11.59.

3.2 The Council is committed to tackling low pay and has pledged to pay a low pay supplement equivalent to the Foundation Living Wage rate.

3.3 The pay rate is increased in accordance with any pay settlements which are reached through the National Joint Council for Local Government Services and through increases to the Living Wage as advised by the Living Wage Foundation.

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## 4.0 HIGHEST PAID SALARY

4.1 The highest paid salary in this council is currently £192,057 which is paid to the Chief Executive. The median average salary in this council (not including schools) is £32,076. The ratio between the two salaries, the 'pay multiple' is 5.9:1. The authority is conscious of the need to ensure that the salary of the highest paid employee is not excessive and is consistent with the needs of the Council and as such the Council takes the view that the pay multiple acts as a control element which will be monitored and reported annually as part of the review of this Pay Policy.

4.2 The Council is required to publish Chief Officer salaries on an annual basis as part of the Statement of Accounts. Details can be found at:

[Statement of Accounts 2022/23](#)

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## 5.0 OTHER PAY RELATED POLICIES

A number of other pay related policies are outlined below which are applicable to all employees except centrally employed school teachers, whose statutory pay and conditions of service fall under the terms of the School Teachers Pay and Conditions Document. The information contained below provides a summary of allowances and must be read in conjunction with the relevant 'Conditions of Service' document/Local Agreement.

The Council also has a protocol which allows changes to working practices to be agreed and implemented. As a consequence, the agreements relating to premium payments, shift allowances and standby payments may have been varied from the standard agreement.

5.1 **Allowances**

5.1.1 **Bank Holiday Working**

- Employees required to work on a public or extra statutory holiday shall, in addition to the normal pay for that day, be paid plain time rate for all hours worked within their normal working hours for that day. In addition, at a later date, time off with pay shall be allowed as follows:
  - Time worked less than half the normal working hours on that day - half day
  - Time worked more than half the normal working hours on that day - full day

5.1.2 **Overtime/Additional Hours**

- Overtime rates – Employees who are required to work overtime/additional hours beyond their working week are entitled to receive enhancements on the following basis
  - Monday to Saturday- - time and half
  - Sunday – time and half

The Council has a Planned Overtime Policy which applies to employees of Grade 7 and above who undertake overtime. Full details of the provision can be found at: [Planned Overtime Policy](#)

- Part-time employees will only be paid overtime rates in circumstances where an equivalent full time employee would receive them e.g. for a part-time employee who normally works Monday to Friday, work up to 37 hours per week will be paid at plain time, thereafter and at weekends overtime rates will be payable.

5.1.3 **Weekend Working**

- Employees who are required to work on Saturday and/or Sunday as part of their normal working week are entitled to the following enhancements:
  - Saturday - time and half
  - Sunday - time and half

5.1.4 **Night work**

Employees who work at night as part of their normal working week are entitled to receive an enhancement of time and half for all hours worked between 10pm and 6am, Monday to Sunday i.e. no additional enhancement is payable for weekend working.

The night rate shall be payable in addition to the enhanced rates of pay for additional hours (overtime) worked on a Monday to Sunday night between the hours of 10pm and 6am e.g. an employee working Saturday night as overtime will receive time and half for hours worked Saturday plus an additional 50% of the hourly rate due to working at night (between 10pm and 6am).

#### 5.1.5 Alternating Shifts

- An enhancement of 10% will be payable to employees working alternating shifts providing all of the following criteria are met:
  - The total period covered by the shifts is 11 hours or more
  - There are at least 4 hours between the starting time and the earliest and latest shift

#### 5.1.6 Rotating Shifts

- An enhancement equivalent to:
  - 10% of salary for three shifts on a rota basis including a night shift over 5 or 6 days, or
  - 10% of salary for three shifts on a rota basis including a night shift over 7 days will be payable to employees working rotating shifts providing all of the following criteria are met:
    - ◆ The total period covered by the shifts is 18 hours or more
    - ◆ At least 4 hours worked between 7pm and 7am.

#### 5.1.7 In addition to the above mentioned the Council has a number of local agreements covering areas such as:

- Car Mileage Allowance - employees who use their private car whilst undertaking official business in the course of their employment, mileage will be reimbursed at the Approved Mileage Allowance Payments (AMAP) rates as specified by HM Revenue and Customs.
- Recruitment and Retention Procedure - provides a series of payment options to assist with recruitment and retention issues.
- Deprivation of Liberty Safeguards Payments - The Council has a statutory duty to undertake assessments under Deprivation of Liberty Safeguards (DOLS). A payment will be made in accordance with the local agreement.
- Laundry Allowance - additional payment to recompense employees for cleaning allocated uniforms.
- Standby/Call out - An employee who is contractually required or volunteers to be available on a standby/call out basis will be recompensed by payment of an amount determined locally.
- Approved Mental Health Professionals (AMHP) allowance - Is an annual allowance paid over 12 equal monthly instalments to AMHP's who undertake this role in addition to their post.

The above is not an exhaustive list of local agreements.

**6.0**            **PROFESSIONAL SUBSCRIPTIONS**

6.1            This payment of fees currently applies only to employees of Legal Services who are Solicitors and are required to hold a practising certificate and for Social Care Workers who are required to be registered by the British Association of Social Workers (BASW) Payment will not be made for membership of any other professional organisation, whether or not membership is a requirement of the appointment.

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**7.0**            **REMUNERATION COMMITTEES**

7.1            The Council does not utilise a Remuneration Committee to determine grading of posts. The evaluation of posts is a complex issue requiring use of specialised trained panels to recommend grades for posts as determined by the appropriate evaluation process. Recommended grades are subject to approval by the agreed Council decision making process i.e. Delegated/Cabinet Reports.

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**8.0**            **SELECTIVE VOLUNTARY EARLY RETIREMENT/VOLUNTARY SEVERANCE POLICY**

8.1            The Selective Voluntary Early Retirement and Voluntary Severance schemes enable the Council to reduce the size of its workforce in line with prevailing economic conditions, whilst at the same time compensating eligible employees by either immediate payment of pension benefits and/or a redundancy payment. The Council's Policy relating to all employees who are members of the Local Government Pension Scheme can be found at:

[SVER and VS Policy](#)

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**9.0**            **SPECIAL SEVERANCE PAYMENTS**

9.1            A special severance payment can be made to employees outside of statutory contractual or other requirements when leaving employment. The council may consider making such a payment in exceptional circumstances. The rationale for making a special severance payment will be particular to the circumstances and the type of special severance payment will vary accordingly. Further examples of these are covered in the Government guidance below.

[Special Severance Payments Guidance](#)

- 9.2            Where the level of payment is £100,000 and above, then approval must be sought from full council.
- 9.3            Where the level of payment is £20,000 and above, but below £100,000 then approval must be sought by the Head of Paid Service (delegated under the Constitution to Service Directors and S151 Officer), with a clear record of the Leader's approval
- 9.4            Where the level of payment is below £20,000, then approval must be sought in accordance with the councils' scheme of delegation.
-



**10.0            EMPLOYMENT OF PERSONS IN RECEIPT OF A PENSION OR REDUNDANCY/  
SEVERANCE PAYMENT**

- 10.1            The authority has a statutory obligation to appoint on merit and has to ensure that it complies with all appropriate employment and equalities legislation. The authority will always seek to appoint the best available candidate to a post who has the skills, knowledge, experience, abilities and qualities needed for the post.
- 10.2            If a candidate is an employee in receipt of a pension (this includes ill health pensions) from a public sector organisation including local government, civil service, teachers pensions, police (Civil or Warranted Officers), armed forces, or any other covered by the Modification Order or a redundancy/ severance payment as a result of being made redundant this will not rule them out from being employed by the authority.
- 10.3            The re-engagement of public sector employees can, provide practical solutions to specific workload/project staffing needs due to their previous knowledge and experience.
- 10.4            The authority will consider applications from persons in receipt of pensions and there is no barrier to such a person being appointed. Pensions Regulations have provisions to reduce pension payments in certain circumstances of those who return to work within local government service. Should an applicant in receipt of a pension be successful, they should be advised that commencing employment with the authority may affect their pension entitlements and they should therefore seek advice from the relevant Pensions Authority
- 10.5            The authority will also apply the provisions of the Redundancy Payments (continuity of Employment in Local Government, etc.) Order 1999 (as amended) regarding the recovery of redundancy payments if this is relevant and appropriate.

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**11.0            PENSION SCHEMES**

**11.1            Local Government Pension Scheme**

Eligible employees automatically become a member of the Local Government Pension Scheme (LGPS) if they have a contract of employment for at least three months. Where the employee has a contract for less than three months, the employee may elect to join the scheme. However, LGPS scheme regulations are superseded by pension's auto-enrolment legislation which requires all employees to automatically pay pension contributions where the earnings level is above the threshold. Employees may choose to opt out of auto-enrolment. The LGPS is a tax approved occupational pension scheme set up under the Superannuation Act 1972. The contribution rate depends on the level of earnings but is currently between 5.5% and 12.5% of pensionable pay.

The Council pays the balance of the cost of providing benefits in the LGPS currently 16.3%. Every three years an independent review is undertaken to calculate how much the employer should contribute to the Scheme. Increases or decreases in the cost of providing the scheme may, in future, need to be shared between members and employers, in accordance with government guidance.

Full details of the LGPS can be found at:

[South Yorkshire Pensions Authority - Homepage](#)

11.2 **Teachers Pensions Scheme**

For Centrally employed teachers or posts that the Council decides are eligible for membership of the Teacher's Pension Scheme (TPS) new appointees will automatically become scheme members.

The TPS is a contributory scheme administered by Teachers' Pensions (TP) on behalf of the Department for Education (DfE). It is a defined benefit 'final salary' scheme providing a lump sum and pension after retirement. Members of the TPS contributions rates range from 7.4% to 11.7% depending on the level of earnings. The Council pays a further 28.68%.

Information relating to the TPS can be found at:

[Teachers Pension Scheme](#)

11.3 **NHS Pension Scheme**

Some employees in Public Health roles have pension protections and continue to contribute to the NHS Pension scheme.

Information relating to the scheme can be found at:

[NHS Pension Scheme](#)

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12.0 **AMENDMENTS TO THE POLICY**

12.1 It is anticipated that this policy will not need to be amended further during the period it covers i.e. 1 April 2024 to 31 March 2025 however if circumstances dictate that a change of policy is considered to be appropriate during the year then a revised draft will be presented to Full Council for consideration.

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13.0 **POLICY FOR FUTURE YEARS**

13.1 The policy will be reviewed each year and will be presented to full Council each year for consideration in order to ensure that a policy is in place for the Council prior to the start of each financial year.

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14.0 **EQUALITY AND DIVERSITY**

14.1 This policy has been impact assessed by Human Resources, if on reading this policy you feel there are any equality and diversity issues, please contact your Directorate Human Resources Business Partner who will if necessary, ensure the policy is reviewed.

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15.0 **INCOME TAX AND NATIONAL INSURANCE CONTRIBUTIONS**

15.1 Sections 682-702 of the Income Tax (Earnings and Pensions) Act 2003 (ITEPA) impose a duty on an employer to account for PAYE on employment income paid to

employees. PAYE applies to all payments of income within the charge to tax under ITEPA 2003.

- 15.2 There are three classes of national insurance contributions (NICs) which are payable by or in respect of employees:

Class 1 contributions, which are earnings related. Primary contributions are paid by “employed earners” secondary contributions are paid by employers.

Class 1A contributions, which are payable annually by secondary contributors only, based upon taxable value of benefits reported on forms P11D.

Class 1B contributions, which are payable annually by secondary contributors only, based on the tax borne under a PAYE Settlement Agreement (PSA).

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## Annex A Chief Officer Remuneration

<b>Aspect of Chief Officer Remuneration</b>	<b>BMBC Policy</b>
Recruitment	The post will be advertised and appointed to at the appropriate approved salary for the post in question unless there is good evidence that a successful appointment of a person with the required skills, knowledge, experience, abilities and qualities cannot be made without varying the remuneration package. In such circumstances a variation to the remuneration package is appropriate under the Council's policy and any variation will be approved through the appropriate decision making process.
Pay Increases	The Council will apply any pay increases that are agreed by relevant national negotiating bodies and/or any pay increases that are agreed through local negotiations. The Council will also apply any pay increases that are as a result of authority decisions to significantly increase the duties and responsibilities of the post in question beyond the normal flexing of duties and responsibilities that are expected in senior posts subject to approval by the appropriate decision making process.
Additions To Pay	The Council would not make additional payments beyond those specified in the contract of employment.
Performance Related Pay	The Council does not operate a performance related pay system as it believes that it has sufficiently strong performance management arrangements in place to ensure high performance from its senior officers. Any areas of under-performance are addressed in accordance with Council Policy.
Earn-Back ( Withholding an element of base pay related to performance)	The authority does not operate an earn-back pay system as it believes that it has sufficiently strong performance management arrangements in place to ensure high performance from its senior officers. Any areas of under-performance are addressed rigorously.
Bonuses	The Council does not pay bonus payments to employees.
Termination Payments	The Council applies its normal redundancy payments arrangements to senior officers and does not have separate provisions for senior officers. The Council also applies the appropriate Pensions regulations when they apply. The Council has agreed policies in place on how it will apply any discretionary powers it has under Pensions regulations. Any costs that are incurred regarding senior officers are published in the Council's accounts as required under the Accounts and Audit (England) Regulations 2011.
Transparency	The Council meets its requirements under the Localism Act, the Code of Practice on Data Transparency and the Accounts and Audit Regulations in order to ensure that it is open and transparent regarding senior officer remuneration.
Employment of persons in receipt of a pension or redundancy/severance payment	Refer to Section 9.

# Item 9

ebayBARNSELEY METROPOLITAN BOROUGH COUNCIL

REPORT OF: EXECUTIVE DIRECTOR, CORE SERVICES

TITLE: APPOINTMENT OF INDEPENDENT PERSONS UNDER THE MEMBER CODE OF CONDUCT

REPORT TO:	COUNCIL
Date of Meeting	28 March 2024
Cabinet Member Portfolio	Core Services
Key Decision	No
Public or Private	Public

## Purpose of report

To seek Council approval to appoint independent persons under the member Code of Conduct

## Council Plan priority

Enabling Barnsley – ensuring good governance

## Recommendations

That Council:-

1. Approves the appointment of Martyn Thorpe and David Irvine as Independent Persons under the Member Code of Conduct for a four year term.

## 1. INTRODUCTION

- 1.1 The report advises Council of proposed appointments of two Independent Persons that assist the Monitoring Officer in dealing with Standards complaints, following a recent recruitment process.

## **2. PROPOSAL**

- 2.1 The Localism Act 2011 introduced a statutory framework for dealing with Standards Issues which requires each Council to adopt a Code of Conduct for members. The Council's Code of Conduct includes a procedure for investigating Standards Complaints that by law requires the involvement of Independent Persons, who must be appointed by the Council.
- 2.2 In addition, the role of Independent Person may also involve serving on a panel that would advise the Council on matters relating to the dismissal of any of the three Statutory Officers (Head of Paid Services, Monitoring Officer and the Chief Finance Officer).
- 2.3 The Independent Persons must be consulted at various stages of the complaints process and assist the Monitoring Officer in considering complaints that a Member may have breached the Code of Conduct.
- 2.4 At the Council Meeting held on 29 September 2022, appointment had been made for two Independent Persons for a term of four years. This had been undertaken jointly with Sheffield City Council (SCC) and South Yorkshire Fire and Rescue Authority (SYFRA), with the remuneration of the posts shared between the three authorities.

## **3. Recruitment Process**

- 3.1 A recruitment process began in September 2023 to appoint an extra two Independent Persons to the new posts. The posts were advertised for a four-week period on the Councils' websites, and it was sought to contact a wide range of local organisations in the public, private and voluntary sectors to raise awareness of the vacancies.
- 3.2 The shortlisted candidates were interviewed on 28 November 2023 and the new appointments would be made jointly with SCC and SYFRA.
- 3.3 The interview panel comprised of Robert Parkin, Assistant Director, Legal Services and Deputy Monitoring Officer (Interim) (SCC), Sarah Hyde, Democratic Services Team Manager (SCC), and Sukdave Ghuman, Service Director and Monitoring Officer (BMBC) and South Yorkshire Fire and Rescue Authority. Two candidates were interviewed by the panel.
- 3.4 Both applicants were considered by the panel to be of a satisfactory standard and had relevant related experience in dealing with standards complaints. The panel considered that the following two applicants should be appointed to the position of Independent Person for a four year term:

Mr David Irvine  
Mr Martyn Thorpe

- 3.5 One of the longer serving Independent Persons, David Waxman, has given notice to step down from his role with effect from the end of this municipal year.

#### **4 IMPLICATIONS OF THE DECISION**

##### **4.1 Financial and Risk**

The Independent Persons receive their annual allowance of £787.00, split over a monthly basis which is equivalent to the allowance paid to co-opted members of the Council. The allowances are split between SCC and SYFRA.

##### **4.2 Legal**

There are no legal implications beyond those set out in the report

##### **4.3 Equality**

Not applicable – statutory recruitment process

##### **4.4 Sustainability**

Decision-making wheel not completed because the subject matter is not project based

##### **4.5 Employee**

None

##### **4.6 Communications**

None

#### **5. CONSULTATION**

Councillor Shepherd Chair of the Appeals Awards and Standards Regulatory Board regarding the recruitment process

#### **6. ALTERNATIVE OPTIONS CONSIDERED**

- 6.1 None - the Council is required to ensure it has access to Independent Persons under the Localism Act 2011

#### **7. REASONS FOR RECOMMENDATIONS**

- 7.1 See paragraph 3.4

## **8. BACKGROUND PAPERS**

Application forms of both candidates [Exempt Information, Local Government Act 1972, Schedule 12A Part 1 Paragraph 1]

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

**Report Author: Sukdave Ghuman**

**Posts: Service Director, Law & Governance Services & Monitoring Officer**

**Date: 29 February 2024**



# Item 10

## BARNSELY METROPOLITAN BOROUGH COUNCIL

**REPORT OF:** Executive Director, Core Services

**TITLE:** APPOINTMENT TO THE ROLE OF PROPER OFFICER

<b>REPORT TO:</b>	<b>Council</b>
<b>Date of Meeting</b>	<b>28 March 2024</b>
<b>Cabinet Member Portfolio</b>	<b>Core Services</b>
<b>Key Decision</b>	<b>No</b>
<b>Public or Private</b>	<b>Public</b>

### **Purpose of report**

The purpose of this report is to seek formal authorisation to appoint the incoming Service Director for Law and Governance as the Proper Officer for Births, Deaths and Marriages.

### **Council Plan priority**

Enabling Barnsley

### **Recommendations**

It is recommended that Council:

**Approve the appointment of Kate Charlton as Proper Officer for Births, Deaths and Marriages with effect from 1 April 2024.**

## **1. Introduction**

1.1 There is a statutory obligation to designate a senior officer as the Proper Officer for Births, Deaths and Marriages. This officer is accountable for the statutory operation of the Service and provides the interface with the General Registrar Office; this is currently Sukdave Ghuman, the Service Director of Law and Governance

1.2 As the incumbent Proper Officer is shortly leaving their role at Barnsley Council, it is necessary to appoint a replacement to this statutory position. Most other local councils appoint a Service Director to this role.

## **2. Proposal and justification**

2.1 That Kate Charlton, as the new Service Director, Law and Governance, be appointed Proper Officer.

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

#### **3.1 Financial**

There are no financial implications.

#### **3.2 Employee**

There are no employee issues.

#### **3.3 Legal**

There are no direct implications arising from this report.

#### **3.4 Equality**

A full Equalities Impact Assessment is not required.

#### **3.5 Sustainability**

Not applicable

### **4. ALTERNATIVE OPTIONS CONSIDERED**

There are no alternative approaches.

**5. REASONS FOR RECOMMENDATIONS**

5.1 The council is required to appoint a Proper Officer

**6. CONSULTATIONS**

None

**7. BACKGROUND PAPERS**

None

**8. REPORT SIGN OFF**

<b>Financial consultation &amp; sign off</b>	Colette Tyrell, 13/03/2024
<b>Legal consultation &amp; sign off</b>	Andrew Perriman 14/03/24

**Report Author:** Peter Clark  
**Post:** Interim Head of Governance, Elections and Registration  
**Date:** 13 March 2024

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<b>MEETING:</b>	Audit and Governance Committee
<b>DATE:</b>	Wednesday 24 January 2024
<b>TIME:</b>	2.00 pm
<b>VENUE:</b>	Council Chamber, Barnsley Town Hall

## MINUTES

**Present** Councillors Lofts (Chair), Barnard and Richardson together with Independent Members – Dr R Adams, Ms K Armitage, Mr G Bandy, Mr P Johnson and Mr S Wragg

### 66. DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTEREST

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

### 67. MINUTES

The minutes of the meeting held on the 15 November 2023 were taken as read and signed by the Chair as a correct record.

### 68. COMMITTEE EFFECTIVENESS REVIEW

The Head of Corporate Assurance submitted a report presenting the review of the effectiveness of the Committee.

The report highlighted the proposed actions to improve the effectiveness of the Committee following the review undertaken in October 2023. Such an exercise was recommended in CIPFAs guidance on audit committees.

An improvement action plan was attached at appendix A which contained a small number of actions which would be launched from the March Committee onwards.

It was noted that the new Corporate Assurance Team presented at a recent Cabinet meeting which was well received.

**RESOLVED** that the Committee considered the proposed actions to support the continuous improvement of the Committee's effectiveness and receive appropriate progress reports in due course.

### 69. LOCAL CODE OF CORPORATE GOVERNANCE

The Head of Corporate Assurance submitted a report presenting the draft Local Code of Corporate Governance.

There was no legal or statutory requirement for the Council to produce a Local Code of Corporate Governance however it remained best practice.

The code was substantially updated in 2020 and was approved by the Audit and Governance Committee in July 2020. The Code had been reviewed and continued to reflect the corporate position.

Member discussion arose regarding how organisations behave when things go wrong and whether this could be reflected in the Local Code of Corporate Governance. It was agreed that the wording of the code would be reworked to reflect this and re-circulated outside of the Committee to Members.

**RESOLVED:**

- (i) That the Committee considered the Local Code of Corporate Governance
- (ii) That the report be recommended for approval and publication on the Council's website (subject to the amendments noted above).

**70. ANNUAL GOVERNANCE STATEMENT ACTION PLAN UPDATE**

The Head of Corporate Assurance submitted a report presenting the Annual Governance Statement Action Plan Update.

The report provided the Committee with an update regarding the proposed Annual Governance Review (AGR) process that would be used to influence and assist in the preparation of the Council's Statutory Annual Governance Statement (AGS) for 2023/24. The consideration of the Council's governance and assurance framework and the preparation of the AGS were key responsibilities of the Committee.

Member discussion arose regarding actions that were included from previous financial years. It was noted that some actions were dependent on external inspectorates such as OFSTED completing a full inspection of Children's Services. External Audit has assessed the SEND action in the Value for Money (VFM) reporting in which they had assessed the Council's evidence and formed a view that the action should be downgraded from a key recommendation. This was subject to an internal Grant Thornton consistency panel in which external audit were satisfied with the progress to date.

It was noted that the format could be changed to include an extra column which provided detail on the progress made so far in completing the actions identified.

**RESOLVED** that the Committee noted the report and progress made against each item listed in the Action Plan.

**71. ANNUAL GOVERNANCE REVIEW PROCESS**

The Head of Corporate Assurance submitted a report to provide the Committee with an update regarding the Annual Governance Review (AGR) process that had been determined and used to influence and assist in the preparation of the Council's Statutory Annual Governance Statement (AGS) for 2023/24.

Members noted that the Governance and Assurance Framework and the preparation of the AGS were key responsibilities of the Committee and the proposed timescales for the Annual Governance Review Process were outlined within the report.

The process would be informed by input from the Governance and Ethics Board into the AGR process, timescales, approval of draft questionnaires and sources of assurance.

The timescales met the statutory deadlines for the publication of the Statutory Accounts and the AGS by 30th September 2024.

Member discussion arose regarding the Governance and Ethics Board and its terms of reference. It was noted that the Board was established a year ago and was designed to be an internal consultation body. The membership of the Board consisted of officers who were responsible for governance in their directorates.

**RESOLVED** that Members:

- (i) Considered the proposed Annual Governance Review Process for 2023/24
- (ii) Receive further reports relating to the Annual Governance Review Process for 2023/24 and how the Review will be used to inform the development of the Annual Governance Statement.

## **72. STRATEGIC RISK REGISTER**

The Head of Corporate Assurance submitted a report that provided an update to the Committee on the current thirteen strategic risks and introduced the next scheduled strategic risks for the Audit and Governance Committee meeting.

Members were informed that when reviewing the Audit and Governance Committee work programme it was noted that the Committee had not received a full update report on the strategic risks for some time. Therefore, this report provided detail on all strategic risks with a further deep dive on Threat of Fraud/Cyber and Collaboration and Partnership Governance.

It was noted that the Strategic Risk Register was reviewed by the Senior Management Team (SMT) on 5 September 2023 and continued to contain thirteen risks. Three risks were classified as high (red response rating), ten risks were classified as medium (amber rating). No risks were classified as low (green rating).

In regard to the Threat of Fraud/Cyber strategic risk, the following key points were highlighted:

- There was a need to recognise the increasing and constant threat of fraud against the Council. This threat also included the possibility of a cyber enabled fraud attack being perpetrated against the Council.
- Action One (rag rating complete) – a specific annual fraud vulnerability questionnaire had been completed by each Business Unit.
- Action Two (rag rating green) – POD training had been reviewed to ensure practical guidance and training was available for all employees.
- Action Three (rag rating amber) – there was a need to develop POD training for specific roles where the risk of fraud is greatest.

- Action Four (rag rating amber) - A communication plan / strategy to ensure important messages are publicised across the Council and in the press as appropriate was currently being developed.
- Action Five (rag rating green) - SMT and the Information Governance Board had been provided with updates regarding the latest cyber threats and assurances regarding the technical measures in place and their effectiveness.
- Action Six (rag rating amber) – the Council had developed a Cyber Recovery Plan, and this was evaluated as part of a cyber exercise in early December 2023. A meeting was planned in February 2024 to review the plan, based on feedback from the exercise, and then further desktop internal testing within IT would be undertaken to assess the updated plan.

In regard to Partnership and Collaboration Governance, the following key points were highlighted:

- Many public services were delivered through partnerships or collaboration as well as emerging devolution arrangements. These must be robust, well governed but flexible and responsive to ensure objectives are met.
- Key partnerships of the Council included Berneslai Homes, the Integrated Care Partnership Board and Barnsley FC.
- Action one (rag rated green) – the Council had developed a corporate framework and guidance to support partnership and collaborative working.
- Action two (rag rating amber) - assurance was required regarding the arrangements in place for each partnership and collaboration covering matters such as the make-up of boards and their supporting governance.
- Action three (rag rating complete) - financial monitoring and reporting for Boards and Partnerships was included in the quarterly budget management process for DMT's/BU's.
- Action four (rag rating amber) – there was a need to ensure the new framework for the management and governance of partnerships and collaborations was woven into the annual governance review process.

Discussion arose regarding the risk in regard to cyber, it was noted that the Council were moving to the cloud-based system which provided better resilience, and the supplier would use partitions to further reduce risk.

It was also suggested by Members that the Risk of Fraud / Cyber be separated into 2 risks. The Head of Corporate Assurance agreed to discuss this with SMT at its meeting in February.

In discussions regarding Partnership and Collaborative Governance, it was noted that the Council ensured a rigorous contract management process with account managers routinely reviewing service level agreements.

**RESOLVED** that the Committee noted the current thirteen strategic risks and the updates from the two risks presented at the meeting.

### 73. CORPORATE ASSURANCE PLANNING CONSULTATION



The Head of Corporate Assurance submitted a report that set out the annual corporate assurance planning process.

The Audit and Governance Committee was requested to consider key risk and areas of concern where they feel Corporate Assurance coverage may be appropriate.

An indicative Plan would be prepared for consideration by the Committee at the March meeting with any revisions and changes to the Plan being incorporated into the quarterly Progress reports.

Discussion arose regarding planning assurance. It was noted that the Corporate Assurance team are currently consulting with the Growth and Sustainability directorate regarding the 2024-25 plan. Sometimes areas aren't included in the plan due to prioritisation of resources and the outcome of research i.e. risks, management assurance, other sources of assurance e.g. peer reviews or external inspections where a regulated service etc.

**RESOLVED** that:

- (i) Members noted the report and considered potential projects for consideration in the Corporate Assurance Annual Plan for 2024/25;
- (ii) Members should pass nominations for the 2024/25 Corporate Assurance Plan through the Chair for notification to the Head of Corporate Assurance;
- (iii) Members considered the proposed planning process and be satisfied that it is sufficiently robust that it will determine a value-adding assurance plan, informed by risk and through consultation with appropriate senior management; and;
- (iv) Members acknowledged the professional responsibility of the Head of Corporate Assurance (Head of Internal Audit) to ultimately determine the plan of assurance work.

#### **74. AUDITOR'S ANNUAL REPORT ON 2022/23 VFM ARRANGEMENTS**

Gareth Mills, representing the External Auditor, submitted the Auditor's Annual Report on 2022/23 Value for Money (VFM) arrangements.

Particular reference was made to the following:

- This was the third year that External Audit were required to assess the Council's VFM arrangements in particular detail.
- External Audit had downgraded the significant weakness in the Council's SEND arrangements from a key recommendation to an improvement recommendation due to the continuing progress made by the Council in this area.
- No areas of significant weakness had been identified which represented a good outcome for the Council.
- Like most Local Authorities, the Council continued to experience an increased demand for services within the context of a challenging financial climate.
- The Council had won two prestigious awards and such accolades from independent organisations provided significant recognition for the Council.

•External Audit raised two improvement recommendations. The first one was around presenting the latest and full Strategic Risk Register to the Audit and Governance Committee (which had happened in this meeting). The second recommendation was to separate the key roles of Head of Internal Audit and Data Protection Officer to eliminate any potential conflicts of interest.

Discussion arose regarding the Council's Asset Strategy. This was a key tenet of the Council's Medium Term Financial Plan and looked at running costs as well as asset disposal. Any asset disposal would result in capital receipts which would be used to reduce debt levels.

Member discussion took place regarding governance and decision making at other Local Authorities and at a national level. Members were informed that section 114 notices tended to be issued at Authorities where debt had been managed poorly including having no plan to pay back borrowing and investing in volatile commercial income schemes. At Barnsley, any significant plans were discussed with External Audit to ensure appropriate governance frameworks were in place.

It was noted that £56.6m of Lender Option Borrower Option (LOBOs) were repaid in Q2 2022-24. LOBOs were potentially volatile to interest rate fluctuations therefore repaying them had reduced the Council's exposure in this area.

**RESOLVED** that the Committee note the report.

## **75. EXTERNAL AUDIT UPDATE**

Gareth Mills provided the Committee with a verbal External Audit update.

The Value for Money work had been completed and the audit certificate would be issued shortly which meant that the audit for 2022/23 was now completed.

The Committee was informed that Gareth's successor would continue the audit work and would be attending the March Committee meeting. The Committee thanked Gareth for his engagement and work over the past five years.

**RESOLVED** that the update be noted.

## **76. COMMITTEE WORK PROGRAMME 2023-24**

The Head of Corporate Assurance submitted the Committee Work Programme 2023-24.

The work plan had been updated to reflect the new Corporate Assurance Team that replaces Internal Audit, Anti-Fraud and Assurance.

The two strategic risks to be considered in each future Committee meeting had been amended to ensure that the lead Executive Director can attend the meeting in person.

Members were invited to share ideas regarding training sessions, with the training session regarding the constitution to be scheduled shortly.

**RESOLVED** that the Committee note the updated work plan.

**77. EXCLUSION OF THE PUBLIC AND PRESS**

**RESOLVED** that the public and press be excluded from this meeting during the consideration of the following item in view of the likely disclosure of exempt information as defined by Paragraph 2 of Part 1 of Schedule 12A of the Local Government Act 1972 (as amended).

**78. SPECIAL EDUCATIONAL NEEDS PERFORMANCE AND FINANCE REPORT  
QUARTER 2 2023/24**

The Executive Director – Children’s Services submitted the SEND Quarter 2 Performance and Finance Report.

N Sleight attended to present the report.

Two engagement events had now been held, bringing together representatives from parent/carer groups across Barnsley. Eight groups participated in the codesign and co-production of a consortium model.

There had been twenty-three whole school audits conducted in the previous academic year in both Primary and Secondary settings. SEND improvement Officers were now collaborating with the schools to deliver training relating to the needs of the schools and nine more audits took place in the Autumn term.

**RESOLVED** that the update be noted.

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Chair

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<b>MEETING:</b>	Planning Regulatory Board
<b>DATE:</b>	Tuesday 20 February 2024
<b>TIME:</b>	2.00 pm
<b>VENUE:</b>	Council Chamber, Town Hall, Barnsley

## MINUTES

### Present

Councillors Richardson (Chair), Bowler, Coates, K. Dyson, Hayward, Leech, Lofts, McCarthy, Mitchell, Morrell, O'Donoghue, Smith, Webster, Wilson, A. Wray, C. Wray, N. Wright and P. Wright

### In attendance

Councillor Higginbottom

### 97. Declarations of Interest

There were no declarations of Pecuniary/Non-Pecuniary interests.

### 98. Minutes

The minutes of the meeting held on 21 November 2023 were taken as read and signed by the Chair as a correct record.

### 99. 58 Lundhill Road, Wombwell, Barnsley - Application No 2023/0523 - For Approval

The Head of Planning and Building Control submitted a report on **Planning Application 2023/0523** - Variation of condition 20 (landscaping) of application 2022/0608 (development of 235no homes) to allow changes to number of trees felled and planted at 58 Lundhill Road, Wombwell, Barnsley, S73 0RJ.

**RESOLVED** that the application be granted in accordance with the Officer recommendation and subject to updating conditions with reference to the latest plans.

### 100. Planning Appeals Quarter 3 2023/24

The Head of Planning and Building Control submitted an update regarding cumulative appeals totals for Quarter 3 2023/24.

The report indicated that 3 appeals had been received between October and December 2023. No appeals had been withdrawn between October and December 2023. Between October and December 2023 a total of 9 appeals had been determined, 1 of which had been allowed and 8 appeals had been dismissed.

The report provided the details of cumulative appeal totals for 2023/24, which indicated that 22 appeals had been decided since 1 April 2023. Of those, 17 appeals (77%) had been dismissed and 5 appeals (23%) had been allowed.

**RESOLVED** that the update be noted.

### **101. Planning Enforcement Report Q3 2023/24**

The Head of Planning and Building Control submitted a report which provided the Board with an update on Planning Enforcement Service activity covering Quarter 3 of the last reporting period 2023/2024 (October 2023 – December 2023). The report included a breakdown of the requests for service received together with the details of key actions and enforcement case outcomes during the quarter.

The Service had issued 20 enforcement notices for 2023/24 (year to date, 3 QTRs), of which 8 enforcement notices had been complied with during the period.

**RESOLVED** that the report be noted.

### **102. Member Consultation Report November 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 November 2023.

**RESOLVED** that the report be noted.

### **103. Member Consultation Report December 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 December 2023.

**RESOLVED** that the report be noted.

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Chair

# Item 13

## NOTES OF GENERAL LICENSING REGULATORY BOARD PANELS

### 6 February 2024 at 10.00 am

**Present:** Councillors Green (Chair), Clarke and Eastwood together with Councillor Booker (Reserve Member)

Members of the Public and Press were excluded from this meeting.

#### **1 Hackney Carriage and Private Hire Driver's Licence – Application – Mr R H**

The Panel was asked to determine a Hackney Carriage and Private Hire Driver's Licence for Mr R H.

Mr R H was in attendance at the meeting. After considering all the evidence presented and taking account of the manner in which Mr R H had presented himself, together with the information provided and the representations made, the Panel determined that Mr R H's Hackney Carriage and Private Hire Driver's Licence be suspended for a period of 1 month and that he was requested to undertake a DSA Test or any other suitable driver awareness or improvement course and/or test that is approved by the Council, at his own expense.

The decision of the Panel was unanimous.

### 6 February 2024 at 11.00 am

**Present:** Councillors Clarke (Chair), Eastwood and Hunt together with Councillor Booker (Reserve Member)

Members of the Public and Press were excluded from this meeting.

#### **1 Hackney Carriage and Private Hire Driver's Licence – Application – Mr R K**

The Panel was asked to determine an application for a Hackney Carriage and Private Hire Driver's Licence by Mr R K.

Mr R K 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.

The decision of the Panel was not unanimous.

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# Item 14

## APPEALS, AWARDS AND STANDARDS REGULATORY BOARD

### (a) School Admission Appeals Panel – 23 January 2024

Mapplewell Primary School	1 Refused
Outwood Academy Littleworth Grange	1 Allowed

### (b) School Admission Appeals Panel – 24 January 2024

Trinity Academy St Edwards	1 Refused
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### (c) School Admission Appeals Panel – 30 January 2024

Horizon Community College	1 Allowed 1 Refused 1 Withdrawn
Penistone Grammar School	2 Allowed 1 Refused

### (d) School Admission Appeals Panel – 31 January 2024

Holy Trinity	2 Refused
Oakwell Rise	1 Withdrawn

### (e) School Admission Appeals Panel – 7 February 2024

Lacewood Primary School	2 Refused
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### (f) Exclusion Review Panel – 19 February 2024

Decision to permanently exclude a pupil from Penistone Grammar School was referred back to the school for reconsideration.

### (g) School Admission Appeals Panel – 20 February 2024

Darton Primary School	1 Withdrawn
Sacred Heart	1 Withdrawn
Ward Green Primary School	2 Withdrawn

### (h) Exclusion Review Panel – 20 February 2024

Decision to permanently exclude a pupil from Penistone Grammar School was upheld.

**(i) School Admission Appeals Panel – 21 February 2024**

Horizon Community College 2 Refused

Kings Oak 1 Allowed

Sandhill Primary 1 Refused

**(j) Exclusion Review Panel – 21 February 2024**

Decision to permanently exclude a pupil from Penistone Grammar School was upheld.

**(k) Exclusion Review Panel – 23 February 2024**

Decision to permanently exclude a pupil from Penistone Grammar School was upheld.

**(l) Exclusion Review Panel – 26 February 2024**

Decision to permanently exclude a pupil from Penistone Grammar School was upheld.

**(m) School Admission Appeals Panel – 27 February 2024**

Kirk Balk 1 Allowed

Penistone Grammar School 2 Withdrawn

**(n) School Admission Appeals Panel – 5 March 2024**

Ladywood Primary 3 Refused

**(o) School Admission Appeals Panel – 6 March 2024**

Carrfield Primary 1 Withdrawn

Darton Academy 1 Refused

Outwood Academy Carlton 1 Withdrawn

Trinity Academy St Edwards 3 Refused  
1 Withdrawn

**(p) School Admission Appeals Panel – 12 March 2024**

High View Primary Learning Centre 3 Refused

Horizon Community College 2 Refused

Outwood Academy Shafton	1 Withdrawn
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**(q) School Admission Appeals Panel – 13 March 2024**

Burton Road Primary	1 Refused
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Gawber Primary	1 Refused
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Joseph Locke Primary	1 Refused
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**Appeals withdrawn prior to the allocation of a date**

Athersley North Primary	1 Withdrawn
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Barnsley Academy	1 Withdrawn
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Heather Garth Primary	1 Withdrawn
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Holy Rood Catholic Primary	4 Withdrawn
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Kexborough Primary	1 Withdrawn
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Laithes Primary	1 Withdrawn
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Outwood Academy Carlton	1 Withdrawn
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Shawlands Primary	2 Withdrawn
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<b>MEETING:</b>	Overview and Scrutiny Committee - Full Committee
<b>DATE:</b>	Tuesday 9 January 2024
<b>TIME:</b>	2.00 pm
<b>VENUE:</b>	Council Chamber, Barnsley Town Hall

## MINUTES

### Present

Councillors Ennis OBE (Chair), Barnard, Bellamy, Bowser, Christmas, Clarke, Eastwood, Fielding, Green, Hayward, Lodge, Markham, McCarthy, Mitchell, Morrell, Moyes, Murray, O'Donoghue, Osborne, Peace, Pickering, Sheard, Smith, Tattersall, Webster, A. Wray and N. Wright

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

Councillor Bowser declared a non pecuniary interest in relation to being a member of the Corporate Governing Body

Councillor Clarke declared a non pecuniary interest in relation to being Chair of the Family Hub at Kendray and Worsborough

Councillor Eastwood declared a non pecuniary interest in relation to being a member of the Fostering Panel and a member of the Corporate Parenting Panel

Councillor Lodge declared a non pecuniary interest in relation to being Trust Governor at The Mill Academy and an employee of Centrepont who deliver training for Young People

Councillor O'Donoghue declared a non pecuniary interest in relation to being a Corporate Parenting Panel Member

Councillor Peace declared a non pecuniary interest in relation to being the Cabinet Support Member, Children's Services

Councillor Tattersall declared a non pecuniary interest in relation to being a member of the Berneslai Homes Board

Councillor Webster declared a non pecuniary interest in relation to having a family member in current mainstream SEND provision.

### 18 Minutes of the Previous Meeting

The minutes of the following meetings were received and approved by Members as a true and accurate record:-

Full Committee – 12 September 2023

Sustainable Barnsley Workstream – 10 October 2023

Growing Barnsley Workstream – 31 October 2023

Healthy Barnsley Workstream – 28 November 2023

## 19 Provisional Education Outcomes for Barnsley 2023

The following witnesses were welcomed to the meeting:-

- Nina Sleight - Service Director Education, Early Start & Prevention, Children's Services, Barnsley Council
- Anna Turner - Head of Service, Education & Partnerships, Children's Services, Barnsley Council
- Neil Wilkinson - Projects and Contracts Manager, Employability & Skills, Place, Barnsley Council
- Tom Smith - Head of Employment & Skills, Place, Barnsley Council
- Jane Allen - Service Manager, Education Welfare and Inclusion, Children's Services, Barnsley Council
- Tom Oates – Virtual School Head, Barnsley Council
- Kerry Blanter - Senior Performance and Intelligence Officer, Core Services, Barnsley Council
- Angela Lomax, Group Leader, Raising Participation, Children's Services, Barnsley Council
- Andy Lancashire - Co-Chair of Barnsley Schools' Alliance
- David Akeroyd - CEO & Principal, Barnsley College
- Cllr Trevor Cave - Cabinet Spokesperson, Children's Services

Nina Sleight provided members of the Committee with a highlight of some of the key details contained within the report. There were positive educational outcomes across early years to post 16 which were as a result of hard work from children, young people and staff working in settings and schools alongside partnership working.

The report overall, was positive in terms of outcomes and how partnerships had come together to address challenges and priorities that had been identified through the Education Improvement Strategy, SEND Strategy and More and Better Jobs Strategy to progress children's aspirations.

Councillor T Cave provided members with a historical context to the report in the fact that around 20 years previous, Barnsley was one of the poorest performing councils in relation to education in the country. This had now risen to better than national average which has been supported by the sector and the Council's commitment of investments into various aspects of helping children and young people such as creating the Barnsley School Alliance, successful engagement with schools, Strategy for SEND and recently the creation of the Family Hub model.

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

In relation to what support is available for young people who miss their grades for their chosen steps. Members were informed that initially young people received career guidance and their plans would have a built in alternate plans. Work with schools was undertaken around May to collect intended destinations of where young people were thinking of going. For the people who do not get offered a Post 16 learning offer, alternate learning options are looked into in order to make a September Guarantee offer to every young person no matter where it is an offer for.

In August when the grades are known colleges carry out careers guidance sessions for those who either got higher or lower grades than expected. There is a live database to pick up the young people who have been identified as not moving onto post 16 education, employment or training in order to help them get back into some sort of provision.

Barnsley College reported that the vast majority of Y11 pupils in Barnsley schools apply and are successfully offered a place on a programme. It was reported that the remaining cohort would stay at Penistone Grammar School Sixth Form or other provisions out of Borough. Members were informed that young people not receiving their expected grades wasn't a barrier for education at the College and that there was a course for every child in the Borough on offer. It was acknowledged that this may not be the course they initially wanted but it could still lead to their intended goal just via a different path or a one year intervention to retake qualifications such as GCSE Maths or English. No young person was disadvantaged and career guidance was always available.

Concerns were raised that SENDCO staff in schools were being shared and splitting time between schools and classrooms. It was reported that this would be a concern and to report any instances of that to Children's Services in order for them to look into the matter. The Council had invested in a SEND Improvement Team who work collaboratively with Schools to create inclusive settings. Various assessments are carried out to look into school outcomes, attendance, number of children on SEND support and EHCP etc to gain a comprehensive picture of each school. This enables the Send Improvement Team to identify whether there are any specific areas of need to be looked at and supported. This enables the SENDCOs, who are in the best position to support individual children with need, to fulfil their role.

Children not attending full time education is a key priority for Barnsley Schools Alliance. It was acknowledged that there were non-attendance issues such as days off in term time, but the focus of the Barnsley Alliance was on suspensions and exclusions and what factors were at play within that and how the Partnership could address those issues. A commitment had been made between Chief Executives of Multi Academy Trusts to work with the Barnsley Schools Alliance around issues of exclusions and suspensions and how to support staff. Some identified factors were complex issues within communities and families that required additional support. What inclusive practices had been seen in schools, how that works and what steps had been taken to support children to prevent behaviours resulting in suspensions or exclusion. It is a priority to create strategies and plans around schools to support them to be fully inclusive schools with pupils regularly attending and able to thrive alongside schools managing behaviours safely and supporting their right to do that by addressing behaviours.

Education Welfare and Inclusion had data around suspensions and exclusions and would work with schools to ensure a good package of support to identify where the young persons behaviours are being driven from as there will be some unidentified need. The data collated is shared with Leaders in schools for good practice.

Members were concerned that some exclusions and consequences were arbitrary for something as simple as not wearing a specific bag. This could be seen as a hostile environment for children transitioning from Year 6 to Year 7. It was felt that there

was a need for more understanding in schools. In response members were informed that Academies write their own policies, but that negotiations could take place with schools as to what is in the best interests of children and the impact and wider impact that isolation can have on the child and their families. Members heard how a Early Intervention (Green) Panel had been introduced for those children getting repeat suspensions. Secondary leaders bring information to a specific Panel and have those conversations about children and come forward with suggestions and how to approach particular behaviours in order to avoid permanent exclusion.

Members questioned whether it was a legal or advisory rationale to have SEND teachers in school. In response members were informed that each school is required to have a designated SENDCO and large secondary schools have pastoral staff who work under guidance of the SENDCO to support children.

The statistics provided to members around the reasonings behind suspensions, fixed term exclusions and permanent exclusions was from 2018/19. Members enquired whether there was an up to date list to show whether the reasonings for suspensions and exclusions had shown to be for more arbitrary reasonings. Members heard that local data is collected every time a young person is excluded. Work is then undertaken with young people and families to support transition to the next destination, which would depend on the nature of their permanent exclusion. They were able to analyse whether it was a one off serious incident or whether it was an accumulation of different issues resulting in conversations with schools to deal with the issue accordingly.

Permanent Exclusions were defined by strict legal guidance. In terms of fixed term period and suspensions, these would be looked into if the case was brought to the attention of Children's Services. The Committee was assured that as a Partnership, this was a key priority to ensure they impact positively and reduce fixed term suspensions and exclusions within the Borough. When asked why it feels arbitrary there tends to be a wider case, information and other incidents surrounding it.

In terms of school uniforms and sanctions for not wearing it correctly, it was acknowledged that sometimes this can be a rule the young person does not wish to stick by but also that it could be a parental or carer breakdown and not the child's fault. Every family is unique and would be looked into without pre judgment in order to judge each situation and circumstances around the incident.

Education Psychologists were leading on a research piece of work with Children going through the Fair Access Panel due to permanent exclusion to understand how they feel and how it was impacting them. To understand as a system and Partnership, how they could be supported through the next step. The voice of the child, young person and their families is important.

Members enquired whether the education outcomes had improved following most of the schools moving to Academies. Schools in Barnsley had significantly improved but it was difficult to say whether this was due to how services are addressed, how they have come together as a partnership or the move to academies. Benefits of Partnership working with local and national Academy Trusts had already been seen in terms of sharing expertise.



There were no active plans for Penistone Grammar School, who was the last remaining maintained secondary school in the Borough, to be academized, but this was always an option for them.

Members asked how GCSE and A Level results compared to better areas and private schools. In response members were informed that key stage 4 was below national average and whilst this was not where Barnsley wanted to be, it compared to the Boroughs neighbours. Other areas of the Country who had a better demographic were above national average and the details of private schools was not known. In regards to A Level uptake, it was not always the right route for some young people. This needed to be looked at more widely into Post 16 achievement rates which were around 8% higher than national average. Young people are offered a wide and good deal of choice across the landscape of the Borough for Post 16 options.

Members questioned whether anyone in the Borough takes International Baccalaureate, but there were no current plans for this. In terms of Sixth Form provision, Penistone Grammar school offered a limited range of subjects whereas Barnsley College offered a broad range meeting the needs of every young person in the Borough. It was felt that other schools in the Borough did not offer alternate provisions as they would not be financially viable and they would only be able to offer limited courses. Nationally there had been a reduction in Sixth Form provisions.

The numbers of parents and children choosing to electively home educate (EHE) had risen significantly, this area of work is a key priority for the Education Welfare Service. Parents choosing EHE receive significant support and information into what it entails. An Education Welfare Officer carries out a visit at the point of notification of EHE and the children are spoken to alone in order to gather whether it is parents decision or the child's, EWS and existing services involved in supporting the family continue to support families where required including advice to get back onto the pathway into education if they decide to return to school. Early intervention with agencies, families and the school is carried out to try and understand the barriers to remaining in education. Year 11 has the highest cohort and work is undertaken to ensure the children and young people get the most appropriate career advice so as not to be disadvantaged by being out of school based education. Barnsley college confirmed they were working with 100 EHE students on a part time basis due to a funding contract through the Government.

It is a Barnsley priority to be above national average across all Key Stages. The comparison with national statistics and regional neighbours provides a benchmark as to what the threshold is and whether out of step or doing better than areas with the same demographic. Each school and trust has their own action plans in terms of results which was reviewed in Summer as to what can be done different the following year. The Committee was assured that everyone was working hard to get above average.

If a pattern of suspensions and exclusions appears around a particular child, then schools keep a log in order to investigate the possible reasonings behind them by looking at the child in a wider context. Meetings are created with parents and carers to undertake assessments to understand whether there is any unmet need and provide support for that. This preventative work should then prevent further suspensions and the possibility of permanent exclusion.

It was acknowledged that Academies were well placed to improve education outcomes and that it was in Barnsley's best interest to have fewer but better Academy Trusts in the Borough rather than more Academy Trusts. Members heard how it would be more challenging to work with more providers and leaders and governance structures. Less Academy Trusts works hand in hand to improve education outcomes for children and works with the flow of what the Borough is trying to achieve. Members noted that it was the Department for Education that ultimately decides which Trust runs with a school.

**RESOLVED:-**

- (i) that the witnesses be thanked for their attendance and contribution;
- (ii) that the report be noted;
- (iii) that members would like to know how do schools pick up on as yet unidentified children with SEND?
- (iv) that members would like to know what are the next steps for those children, how are their needs met in the short term and what support is available for parents and children until an EHCP or support plan has been put in place?
- (v) that members would like to know what statistics are collected by the service in relation to SEND and are these benchmarked against other Local Authorities?

**20 FOR INFORMATION ONLY - Children's Social Care Performance Report October 2023 (REDACTED)**

Members were invited to consider a cover report relating to Children's Social Care Performance October 2023. The redacted report was provided for information only.

**RESOLVED** that the report be noted.

**21 Exclusion of the Public and Press**

**RESOLVED** that the public and press be excluded from this meeting during consideration of the items so marked because of the likely disclosure of exempt information as defined by the specific paragraphs of Part 1 of Schedule 12A of the Local Government Act 1972 as amended, subject to public interest.

**22 Children's Social Care Performance Report October 2023**

The following witnesses were welcomed to the meeting:-

- Matthew Boud, Service Director Children's Social Care & Safeguarding, Children's Services, Barnsley Council
- Trevor Cave, Cabinet Spokesperson, Children's Services, Barnsley Council

Members were invited to consider a report relating to:-

6a – Children’s Social Care Performance for October 2023

6b – Monthly Performance Update Data Tables for October 2023

6c – Understanding Children’s Social Care Document

Matthew Boud and Councillor Trevor Cave provided Members with an overview of the Childrens Social Care Performance Report for October 2023. Members heard how the significant investment into Childrens Social Care had led to good outcomes from OFSTED.

A significant amount of work had been undertaken to improve practice across Children’s Services on children’s visits to meet regularly and making the visits into a meaningful record. Work into understanding what a good record and visit looks like was being supported by the Practice Development Hub to ensure the work being carried out was meaningful and purposeful.

In terms of ensuring parents comply with sending their children to school, a whole assessment would be undertaken to look into the circumstances surrounding the child.

Barnsley was not unique in its difficulties of retaining and recruiting qualified and experienced Social Workers. It was important that newly qualified members of staff were made to feel valued and safe in the service which had been reflected in a recent OFSTED and staff survey. A number of initiatives were in place such as apprenticeships and ‘grow your own’ in collaboration with Universities and employing agency workers on a full time basis.

Members enquired whether there would be an offer of something similar to the Hub in out of town areas as these could be difficult for people to visit. It was acknowledged that in an ideal world a Hub in every area would be the hope but this was not possible.

**RESOLVED:-**

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

**23 Strengthening Children's Services Quarter 2 2023-24**

The following witnesses were welcomed to the meeting:

- Matthew Boud, Service Director Children’s Social Care & Safeguarding, Children’s Services, Barnsley Council
- Trevor Cave, Cabinet Spokesperson, Children’s Services, Barnsley Council

The Service acknowledged that it was important to measure themselves on outcomes from families and children and whether they were delivering sustainable, measurable, achievable outcomes against priorities. It was noted that Barnsley was

not as well funded as other authorities so it was vital that when additional money is received it is important to prove that it is making a difference to the Borough's young people.

Members heard how there was a national crisis in terms of funding for Children's Services, particularly in relation to high placement costs. The Service has a statutory responsibility to fulfil the needs of young people and a priority was to increase in house Foster Carers.

One priority for the Service was to ensure a permanent and stable workforce to ensure that Barnsley's young people are not delayed in their needs and they receive consistency and good relationships.

In regard to placements there had been a growth in Kinship Foster Carers which was expected to grow. Work was being undertaken to address the pressures on short term placements and helping young people to find permanent placements quicker so they aren't in foster care long term.

**RESOLVED:-**

- (i) that the witnesses be thanked for their attendance and contribution;
- (ii) that the report be noted; and
- (iii) that Officers provide CIPFA comparator tables to demonstrate the cost per capita of Children's Services compared to other Local Authorities.

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Chair

<b>MEETING:</b>	Overview and Scrutiny Committee - Sustainable Barnsley Workstream
<b>DATE:</b>	Tuesday 13 February 2024
<b>TIME:</b>	2.00 pm
<b>VENUE:</b>	Council Chamber, Barnsley Town Hall

## MINUTES

### Present

Councillors Ennis OBE (Chair), Barnard, Bellamy, Booker, Bowser, Clarke, Eastwood, Hayward, Hunt, Lodge, Morrell, Moyes, Murray, O'Donoghue, Osborne, Peace, Sheard, Smith, Tattersall, Webster, A. Wray and N. Wright.

### 24 Apologies for Absence - Parent Governor Representatives

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

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

Councillor Bowser declared a non-pecuniary interest as Cabinet Support Member for Core Services

Councillor Osborne declared a non-pecuniary interest as Cabinet Support Member for Environment and Highways, as a member on the Berneslai Homes Board and a member on the Barnsley Premier Leisure Board

Councillor Tattersall declared a non-pecuniary interest as a member on the Bernelsia Homes Board

Councillor O'Donoghue declared a non-pecuniary interest as an employee of Age UK Barnsley

Councillor Moyes declared a non-pecuniary interest as Cabinet Support Member for Regeneration and Culture

Councillor Lodge declared a non-pecuniary interest as an employee of an organisation that holds a contract with Barnsley Council

Councillor Peace declared a non-pecuniary interest as an employee of the Department for Work and Pensions and the Cabinet Support Member for Children's Services.

### 26 Minutes of the Previous Meeting

The minutes of the meeting held on 9 January 2024 were received.

### 27 Medium Term Financial Strategy

The following witnesses were welcomed to the meeting:

- Neil Copley, Director of Finance, Core Services, Barnsley Council
- Steve Loach, Head of Corporate Finance & Business Partnering, Core Services, Barnsley Council
- Wendy Popplewell, Executive Director Core Services, Barnsley Council
- Councillor Robert Frost, Cabinet Spokesperson Core Services

Councillor Frost, Cabinet Spokesperson Core Services presented members with a brief national overview of Local Authority budgets stating that there was an estimated £4billion shortfall in council budgets and that 1 in 5 councils may need to issue a 114 notice in the next 2 years. It was noted that Barnsley was in a sound position and would not be issuing a 114 notice. However, it was acknowledged that rising costs of, and demands for services would not be sustainable and difficult decisions would have to be made for future years to prevent a 114 notice.

Members were informed that the council tax would have to rise by 4.99% with 2% for social care and make £8million of efficiencies to balance the budget.

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

The Best Value Strategy included a competency framework which sets out detailed financial and commercial skills that members and officers need to have in order to make sound decisions. This is used alongside training toolkits and guidance. In addition learning based on sector failings from up and down the country would be embedded across the Authority to ensure jobs are done properly.

Members were informed that the budget pack included a Plan B contingency which was in place for implementing as there was not always the guarantee that some issues could be transformed or innovated out of if resources were being squeezed. It was acknowledged that there would be some difficult decisions for members to make in order to balance the budget in future years.

There was confidence that although the Council had high levels of debt, they had assets that could back up that debt. The Glassworks, for example, had a cost of £140million from borrowing but that debt could be paid from income streams as well as efficiencies and budget reductions that had been made. This ensures that the debt could be paid back regardless of the circumstances.

Members queried whether in the current climate it would be best to sell assets. It was noted that it costs £30million to maintain, heat, clean and light Barnsley Councils assets so selling or repurposing some of the assets that are not in use would be beneficial. It was recommended that a future Scrutiny Workstream look at the Asset Management Strategy in its totality. Members heard that there would be a number of parts to assessing assets within the community including whether it could be used for a different purpose in the community, how to charge appropriately to contribute to upkeep, making buildings more efficient or when to dispose of assets for best value. Members queried whether it would be possible to know how much the council had lost since some assets had been vacant. This would be provided to members in due course.

Members were informed that a new Asset Management System was being invested in, in order to pool all detailed information from different sources with regards to each asset in one place.

Members queried why markets in different parts of the Borough looked and were charged differently. This information would be circulated to members in due course.

Members were informed that there were no plans to charge for room hire in the Town Hall, but that the commercial aspects of the Town hall were being looked at.

In terms of strategies in place to deal with any unforeseen or unknown expenditures that may arise, there was a Reserve Strategy outlined within the papers which detailed an additional financial resilience reserve of £23million for short term emergency unforeseen events. This was appropriate to the current risk environment that the Council saw itself in.

The Best Value Strategy was in place to ensure that taxpayers money is spent well and there was value for money by providing an oversight and scrutiny of the Framework. The significant cost pressures felt particularly this year had largely been from outside of the Council's control. The cost pressures associated with looked after children was a national problem caused by a broken social care market. A moratorium had been placed on spending and every internal process had been scrutinised as to whether it was essential. Recruitment was scrutinised whether the posts were needed or whether they could be filled by cheaper options such as apprenticeships. The increased difficult financial circumstances were an accumulation of things including a decade of under funding from the Government, post pandemic costs, national issues around social care, homelessness and home to school transport. The Council would have to test itself in what services and IT systems needed to be procured and challenge the organisation in its processes and whether something is necessary from a small process to a large contract. Members were informed that across the board, including the NHS, hard decisions were being made in how to spend and this would only get harder in the forthcoming years. Members were reminded that the Council had received a clean bill of health from the Auditors and value for money report.

Members heard that overall the Council had a budget of £217million in reserves at the beginning of the 2024/2025 financial year, the majority of which was committed to spend.

With regards to IT systems, it was not a case of going out to buy what was being sold, a rigorous investigation into whether the systems the council already had could broadly provide the outcome what was required. Alternatively, could the procedures and processes in place be changed to fit with the systems in place. This would ensure a system with a longer lifespan instead of purchasing a customised more expensive system that could not eventually be supported going forward.

Members were informed that Barnsley had an enviable reputation for being run well financially, and many other Local Authorities had visited to see how things are run. One particular thing attributed to the good running of the financial services was that they take learning from good practices elsewhere, they measure themselves against the CIPFA Financial Management Guide and the Team had analysed and checked

themselves against the Section 114 reports from other Authorities as to what had gone wrong and pulled out what could be improved in Barnsley. Revised Contract Procedure Rules had recently been implemented with improvements from what had been seen happening elsewhere.

The Debt Collection Team had recently won an award as the best team in country, which was a positive indication of the investment in the service and the hard work of the Team. Council Tax debt collections had collection rates of around 96% which benchmarked well against other Councils. In terms of business rates members were informed that these were not significantly high. Other debts included residents' debts from services such as bulky waste and Pest Control and debts from public bodies. Council Tax debts were pursued until it becomes uneconomical, but members were assured the Council does everything they can to collect these debts. In terms of the backlog of court hearings in terms of debt collections post covid, members were informed that these had largely been addressed and this was no longer an issue. Members were assured that everything within the Councils power is done to collect debts in the interest of the taxpayers of Barnsley.

In regards to the £15.5million shortfall predicted within the budget papers, members were informed of the phased plans to address this which could generate around £15million in savings. If the proposed plans were to be delivered in full, the savings could be delivered in efficiencies opposed to budget cuts. Members were informed that there would be risk and uncertainty attached to the proposed plans of delivering cheaper but better services, but that contingency plans were in place.

In regards to the risk around significant costs around children social care, whilst demand was starting to plateau, this was a national issue that the Council could not address. The Council would continue to make sure that children get the right care at the right time, but companies were making excessively high profits on the back of this demand so the risk remained. Members were informed that there would be a Financial Recovery Plan for Children's Services to be published to set out minimising the overspend.

Members queried whether budgets for Area Councils would be affected, they were informed that there were no plans to reduce these budgets.

The Council, in collaboration with NHS Partners and a broad range of strategic partners, were hoping to move some services from Barnsley Hospital into the Alhambra Centre. This would contribute to Barnsley's health and wellbeing offer and alleviate some issues at the Hospital associated with parking and missed appointments. The diagnostic centre within the Glassworks had worked well and people had commented how innovative this approach was. It was thought the Centre would hold more complimentary services than commercial services.

The Council's investment in purchasing Barnsley Football club grounds and stadium was seen as a key strategic asset and any profits made from the lease would be invested into improvements within the stadium.

**RESOLVED:-**

- (i) that the Asset Management Strategy be added to the Scrutiny workplan;



- (ii) that the witnesses be thanked for their attendance and contribution; and
- (iii) that the report be noted.

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Chair

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<b>MEETING:</b>	Dearne Area Council
<b>DATE:</b>	Monday 8 January 2024
<b>TIME:</b>	2.00 pm
<b>VENUE:</b>	Meeting Room, Goldthorpe Library

## MINUTES

**Present** Councillors Coates (Chair), Bellamy, Cain, Moore and Morrell

### 33 **Declarations of Pecuniary and Non-Pecuniary Interests**

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

### 34 **Minutes of the Previous Meeting of Dearne Area Council held on 20th November, 2023 (Dac.08.01.2023/2)**

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 20<sup>th</sup> November, 2023 be approved as a true and correct record.

### 35 **IDAS - Lucy Cafrello**

Lucy Cafrello attended the meeting and gave a presentation on the work of IDAS (Independent Domestic Abuse Services) with specific reference to that work undertaken within Barnsley.

By way of introductions, she outlined her role and explained that she was currently working within Community Engagement. She stated that IDAS was the leading specialist domestic abuse Charity within Yorkshire. It provided expert advice and support for people affected by domestic abuse and sexual violence. The Charity provided a confidential helpline, safe accommodation, practical and emotional support and training for professionals.

During the last year, the Charity had won a national diversity award, had developed an ambitious 5-year strategy and held a helpline accreditation. They had received over 25,00 helpline calls, housed over 250 families, dealt with 15,000 referrals, supported over 10,000 within the community and trained 8,000 professionals. Within Barnsley, there had been 1,670 clients dealt with (both male and female), 10% of whom were within the Dearne Valley

Support was provided for domestic abuse and sexual violence as well as support for children and young people. Safe accommodation was provided as well as training, consultancy and policy work. The Charity also worked closely with the Barnsley Sexual Abuse and Rape Crisis Services. Helplines and live chat were available via the IDAS website. Confidential emotional and practical support was available as was community-based support including 1:1 support and support groups. Emergency

accommodation was available, and support was also provided to enable people to stay safe in their own homes if that was what they wished.

The Area Council was then informed of the people who were supported and the way in which the IDAS referral process operated was explained. Information could about this could be sent to all Members.

Members were then informed of the role and work of the Independent Domestic Violence Advocates and the practical and emotional support they could provide.

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

- The refuge for Barnsley was situated in Mapplewell although different types of accommodation were available in Sheffield
- It was noted that the community-based support was located within Goldthorpe so referred clients could easily access services/support. There was also a secure base within the Alhambra Centre in Barnsley. The Service could also see clients within GP surgeries.
- Reference was made to issues that could be exacerbated through the use of social media, IT as well as electronic devices which 'listened' to conversations.
- Reference was made to the way in which it was hoped that the service could be expanded possibly by the use of volunteers who opened their homes for victims of abuse. The Charity was also looking to establish specialist support groups and work alongside a wider range of other charities. It was noted that IDAS currently worked with the Salvation Army and Age UK amongst others.
- It was noted that some people did not recognise some kinds of behaviour, including emotional pressure, as abuse until this was pointed out to them and reference was made to the difficulties this presented in dealing with such issues.
- Further work was required with GP practices as well as other organisations to ensure that all vulnerable people were given access to the service.
- It was important that knowledge about the Charity and the services on offer was more widely known and, in this respect, the Area Council Manager stated that she would let IDAS know of any events they could attend to further publicise their work. Reference was also made to various Groups and the B:Friend groups which Ms Cafrello would attend if at all possible.

**RESOLVED** that the presentation be noted and Ms Cafrello be thanked for attending the meeting and for answering Members questions.

### **36 Introduction to Neighbourhood Services for the Environment Priority - Mathew Holdroyd**

Mr M Holdroyd, Assistant Service Manager, attended the meeting to explain the way in which Neighbourhood Services would provide the commissioned services to meet the priorities of the Area Council's Environmental priorities.

It was proposed that a dedicated Team would be allocated to the Dearne and would comprise 2 Members of staff, one working three days per week and one working 5. A vehicle would be provided as would any necessary equipment. The budget for the first year would be in the region of £84,000 and would include a contingency of

around 20%. Work would be undertaken with volunteers and would also include reactive work. The intention was that the service would be in addition to and enhance the 'core' service provision within the area and not be a replacement for it. This would mean that there was an improvement throughout the area which would meet the Area Council's environment priorities.

Neighbourhood Services and Street Cleansing were moving to an area-based approach and a co-ordinator would ensure that there was no duplication. The Team allocated to meet the Deane Environmental priority would, therefore, work collaboratively with those other Service Teams which would mean that there were economies of scale and more work could, therefore, be undertaken within the area. Members were already aware that Neighbourhood Services operated a similar model very successfully within other areas of the borough and whilst 'smaller' equipment would be purchased specifically for the Dearne, it was the intention that larger equipment could be pooled in one location and allocated for use on a rota basis as and when required.

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

- Prior to the commencement of the contract, the Area Council Manager would meet with all Members to discuss and draw up a list of agreed priorities for the Team to undertake
- All work would be apportioned fairly and requests from Councillors would be addressed unless there were specific reasons why this could not be undertaken. There was flexibility within the contracts to allow for occasional weekend/evening working if required and provided sufficient notice was provided – in this respect and by way of an example, reference was made to an event held in the St Helen's Ward on a Saturday for which support was provided for setting up and taking down gazebo's etc
- It was noted that maintenance of all equipment would be undertaken or arranged by Neighbourhood Services and such matters were included within the overall budget for the service
- Further information was needed in respect of any potential TUPE transfer of staff from Twiggs
- Mr Holdroyd stated that his service would be able to provide some limited support until the start of the formal contract. He stated that if any Member had any questions they should direct them to himself. He also encouraged Members to speak to Members in other Area Council Areas where similar arrangements were in place as there were many stories of success. He also encouraged them to speak to the Team Leader about what was required and what needed to be done on a day to day basis

**RESOLVED** that the presentation be noted and Mr Holdroyd be thanked for attending the meeting and for answering Members questions

### **37 Dearne Area Council Financial Update (Dac.08.01.2023/5)**

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.

It was noted that, going forward, the majority of commissions had one year left with the exception of B:Friend which, if extended for a further six months, may make things easier from a financial management point of view as all would be due for renewal in March. Further discussions would be held with Members on options moving forward.

**RESOLVED** that the financial update and the impact on future budgets be noted.

### **38 Commissioning Update (Dac.08.01.2023/6)**

The Area Council Manager submitted a report providing an update with regard to the Area Council's Commissioned Services and requesting a continuation of those services for a further term as per the original contracts which were subject to annual review.

Information was provided about the performance of the Social Connectivity Service, the Housing Cohesion Officer Post and the Assisting Employment and Skills project (Dearne Electronic Community Village) all of which were continuing to perform well and were well received and appreciated by the community.

It was also noted, as previously reported, that the Environmental Service project currently provided by Twiggs which was to have ended in March 2023 had been extended for a further year. This commission would not be renewed, and the service would be delivered by Neighbourhood Services from April 2024 on the basis that they could provide more hours within the Area Council financial envelope.

The Area Council Manager commented that as several commissions were coming to the end of their current contracts Members may wish to consider, in advance of that, if there were any new/alternative commissions they might wish to promote. Arising out of this discussion, reference was made to the need for additional Family Support Work and a comment was made about the possible use future of facilities that might be available at the Dearne Playhouse.

The Area Council Manager also commented that she was in the process of discussing with other departments, partners and stakeholders, what other options there might be for obtaining additional finance to support more projects within the area.

**RESOLVED:**

- (i) That the continuation of the Social Connectivity Service from 1<sup>st</sup> July, 2024 to the end of June 2025 be approved at a cost of £28,000;

- (ii) That the continuation of the Housing and Cohesion Officer post from 1<sup>st</sup> April 2024 to the end of March 2025 be approved at a cost of £30,694;
- (iii) That the continuation of the Assisting Employment and Skills Commission provided by Dearne Electronic Community Village from 1<sup>st</sup> April 2024 to the end of March 2025 be approved at a cost of £34,000; and
- (iv) That the update on the current position with regard to the Environmental Service Commission be noted.

### **39 Notes from the Dearne Ward Alliances (Dac.08.01.2023/7)**

The meeting received the notes from Dearne North Ward Alliance held on 14<sup>th</sup> November, 2023 and the Dearne South Ward Alliance held on 7<sup>th</sup> November 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**

- One application had been resubmitted due to the lack of information from the previous submission. The Goldthorpe Library application had been agreed with a split funding from both Ward Alliances. This would help support the engagement work to improve the footfall into the library
- Group updates had been provided on the brilliant work that had been undertaken through the winter months and the Christmas activities that had taken place for all the community. No plans had been agreed for further events due to capacity of workloads from Ward Alliance Members and for personal health issues
- All had agreed for the renewal on memberships and a recruitment exercise was to commence in January 2024 with some marketing of the Alliance which would include details of the work that had previously been undertaken and funded. There would also be an update of the Action Plan in relation to the priorities from April 2024 to March 2025

#### **(b) Dearne South**

- Applications for funding had been submitted from Goldthorpe Library (as reported above), Santa's Grotto for the Christmas on the Square – both had been agreed and fully supported.
- The Treasurer gave an update on the working funds and balances and projects against committed spend
- Christmas on the Square project had been actioned and pencilled in for a future meeting to run through roles and responsibilities
- Group updates had been given by each of the Ward Alliance members representing their work in the Dearne South Ward
- A recruitment exercise had been approved and the Action Plan had been updated for 2024 to ensure the right priorities were made and potentially put a budget towards each category with a limit on the amount funded in order to ensure that all monies spent would be against the top projects and initiatives

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

**40 Report on the Use of Ward Alliance Funds (Dac.08.01.2023/8)**

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. Twelve projects had been funded at a cost of £8,560.08, leaving a balance of £3,710.09. 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 eleven projects had been funded at a cost of £11,990.12, leaving a balance of £4,040.92.

**RESOLVED** that the Dearne North and South Ward Alliance Fund Report be received and the spend to date be noted.

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Chair



# Item 18



<b>MEETING:</b>	North Area Council
<b>DATE:</b>	Monday 15 January 2024
<b>TIME:</b>	2.00 pm
<b>VENUE:</b>	Council Chamber, Barnsley Town Hall

## MINUTES

**Present** Councillors Leech (Chair), A. Cave, T. Cave, Denton, Howard, Hunt, Lofts, Tattersall and N. Wright

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

Councillor Tattersall declared a non-pecuniary interest as she is a member of the Berneslai Homes Board.

### 92 Minutes of the North Area Council meeting held on 13 November 2023 (Nac.15.01.2024/2)

The Area Council received the minutes of the previous meeting held on 13 November 2023.

**RESOLVED** that the minutes of the North Area Council meeting held on the 13 November 2023 be approved as a true and correct record.

### 93 Environmental Community Caretaker Team 6-month Update - Matt Holdroyd (Nac.15.01.2024/4)

Members were provided with an update from M Holdroyd, Environmental Community Caretaker.

Members noted that between July 2023 to December 2023 a total of 197 activities had been planned with support from the North Area Council Team, of which 83% of the activities had been delivered, 16% of the activities had been deferred and 1% of the activities had been cancelled across all Wards. A large focus had been given to litter picking during the period, with over 110 litter picking events held, together with the completion of other environmental works and requests to support volunteers in action days.

It was noted that no overspend was forecast. It was envisaged that staffing would remain static over the next 6 month period; the individual that had been providing cover within the team in M Holdroyd's absence would return to their substantive post on 5 February 2023. Plans for the future included the procurement of a ride on grass cutter.

Councillor Hunt expressed his thanks to M Holdroyd and the team for the work undertaken in the Darton East area. He considered that the team had very good attributes, attitudes, behaviour, and a very high quality of workmanship. In particular, he wished to highlight the work undertaken by Sammy. He queried whether the team carried out investigations in relation to fly tipping.

In response, M Holdroyd commented that all members of staff were trained to report any evidence of fly tipping sites i.e. bank statements, letters etc. which would be forwarded onto the Environmental Support Officers.

Councillor Lofts commented that on several occasions he had reported the moss on the pavements around the Kensington Road area, which would become slippery and dangerous to pedestrians in wet weather. He would provide M Holdroyd with a photograph of the moss.

Members noted that moss removal requests would be forwarded onto the Neighbourhood Services Team to be dealt with. M Holdroyd would ascertain whether the removal of moss in the Kensington Road area was on the schedule to be dealt with.

Councillor Howard expressed her thanks for the work undertaken by the team in the Darton West Ward.

Councillor Tattersall expressed her thanks for the work undertaken by the team in the St Helen's Ward. She was pleased to observe that M Holdroyd had returned back to work and was in full health.

R Adams gave thanks to M Holdroyd and the team who had been very responsive to requests in the North Area over the last 6 month period.

On behalf of the North Area Council, Councillor Leech expressed his thanks for the work undertaken by the team.

**RESOLVED** that Members noted the update.

#### **94 Introduce the Youth Resilience Grant - Review Process (Nac.15.01.2024/5)**

Members were presented with a report which provided an update on the Youth Resilience Grant and a summary of current performance, which provided Members with an overview of the grant review process.

Following the unsuccessful tender procurement exercise to ascertain a service provider that could provide children and young people aged 8 – 14 years with the required resources to transition happily and healthily into adolescent, the grant opportunity had been advertised to focus on emotional resilience and transition ages. YMCA and Ad Astra had been successful and had commenced work in schools the North Area from 1 November 2020 as follows:-

Wellgate School YMCA  
Kexborough School YMCA  
Summer Lane School YMCA  
Athersley North School Ad Astra  
Athersley South School Ad Astra  
Laithes Primary School Ad Astra

Members recalled that at the North Area Council Meeting held in March 2022 an agreement had been reached to fund the project for an additional two years at £90,000 p.a. until 31 October 2024.

Following a query raised by Councillor Howard regarding whether sessions had been held in schools during the COVID-19 pandemic, R Adams commented that it had been intended to commence sessions in schools during April 2020, which had been deferred to November 2020.

K Ashworth queried whether Members would be willing to be videoed to pose a series of open-ended questions for young people to respond to. The questions would be focused around confidence, self-expressions, relationships, making better decisions, peer support, advocacy, worries, concerns and anxieties for the future.

Councillor Leech requested Members to contact K Ashworth if they were interested in participating in the video recording.

**RESOLVED** that

- (i) Members used Sections 3 - 8 to refresh on the background of the funding Stream.
- (ii) Members familiarised themselves with the review programme.
- (iii) Members noted the timelines associated with funding the programme.

#### **95 Targeted Lung Health Checks - Hannah Young Cancer Alliance (Nac.15.01.2024/3)**

Members received a presentation from Hannah Young at Cancer Alliance, which provided an overview of the targetted lung health checks.

South Yorkshire had been chosen as one of ten pilot counties across the country to participate in the new lung screening programme, due to the high levels of deprivation and smoking rates in the area. The aim of the programme was to identify lung cancer as early as possible. The programme was aimed at individuals aged 55 – 74 years old who had ever smoked. Individuals would be invited to participate in the programme via letter had have a short telephone appointment to confirm eligibility.

Councillor A Cave had been contacted by local residents who queried why they had not been called to participate in the programme even though they met the criteria. She had advised them to contact their respective General Practitioners (GP). It had been raised to her attention that the receptionists at the GP Surgery on Huddersfield Road, Barnsley had been unaware of the programme.

H Young commented that work was underway to promote the programme as much as possible, which was currently being ran through Rotherham and Barnsley, and would be launched in Penistone in February 2024. The GP groups had been assigned rag ratings on a needs basis. She would visit all the GPs in the areas to be launched and leave her contact details, and she would ascertain the position with the GP Surgery on Huddersfield Road, Barnsley.

Councillor Howard commented that information regarding the eligibility for the programme was displayed at the GP Surgery on Park Road, Barnsley.

The outcomes of the programme that was ran in Doncaster on approximately 30,000 individuals as at 30 September 2023 were noted as follows:-

- A total of 222 cancers had been detected consisting of 169 lung cancers and 53 other cancers.
- 76% of lung cancers had been found at an early stage.
- 74% of patients had been suitable for curative treatment.

Following a query raised by Councillor Lofts regarding the methods which had detected the 53 other cancers, H Young commented that CT scans on the chest area were undertaken to focus on the lungs. In the event that the CT scans identified other areas for concern, referrals would be made to the relevant departments.

Members noted that at present it was not intended to roll out the programme to non-smokers. Individuals were encouraged to contact their GP's if they had any health issues.

Councillor Howard requested R Adams to provide H Young with the details of the Darton Afternoon Club.

Councillor Tattersall declared an interest, as part of her Mayoral duties in 2022 - 2023 had included a visit to Wath where she had observed a full demonstration of the lung screening programme. She was a member of the Smoke and Tobacco Board, and she requested R Adams to provide H Young with the contact details to enable the results of the programme to be provided in a PowerPoint presentation to the Smoke Free Group regarding how the programme could be linked into the work with the Stop Smoking Service.

H Young requested Members to endorse the programme and to encourage individuals that were eligible to go for a scan as part of the lung screening programme.

Councillor Leech expressed his thanks for an informative presentation.

**RESOLVED** that Members noted the update.

## **96 Priorities, Commissioning, Project Development and Finance (Nac.15.01.2024/6)**

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 during a challenging financial period.

**RESOLVED** that

- (i) Members noted the update on the Environmental Community Caretaker Team composition.

- (ii) Members noted the Youth Resilience Fund Review timeline, with the intention to make a decision regarding funding for this priority area in March 2024.
- (iii) The North Area Council noted the existing budget position and the existing funding commitments.

#### **97 Report of the Ward Alliance Fund (Nac.15.01.2024/7)**

A report was presented which provided an update on the financial position of the Ward Alliance budget for each ward for the 2023/24 period.

Members recalled a discussion that had ensued at the last meeting regarding a letter sent into the Barnsley Chronicle, which had wrongly suggested that the North Area Council was not passing money onto the community groups. Members noted that the BMBC Communications Department had issued a statement to Barnsley Chronicle which would make clear the funding segments including the one which the community could bid upon; a good number of applications had been agreed by all Ward Alliances.

In relation to the new sheets detailing the funding allocation for each Ward Alliance, Councillor Tattersall requested an additional column to indicate how much had been spent, the total remaining and the amount returning back into the budget.

R Adams would look into Councillor Tattersall's suggestion further. At the end of each financial year a report would be brought to the North Area Council meeting to detail the running budget, indicate the underspend and carry over into the next financial year. It was anticipated that the 2024/25 funding allocation would remain the same as previously.

**RESOLVED** that each Ward in the North Area Council area priorities the efficient expenditure of the Ward Alliance Funds 2023/24, in line with the guidance on spend.

#### **98 Notes from the Area's Ward Alliances (Nac.15.01.2024/8)**

The meeting received the notes from the Darton East Ward Alliance held on 14 November 2023 and 12 December 2023; Darton West Ward Alliance held on 15 November 2023; Old Town Ward Alliance held on 14 November 2023 and 12 December 2023; and St Helen's Ward Alliance held on 30 November 2023.

Councillor Denton referred to the work undertaken by the Darton East Ward Alliance. Funding applications had been approved for St John's on stage, Opal's Women's Institute and FOMAS Christmas lights. Members noted the Christmas events that had been held which included visits by Santa Claus and the Maple Bear, which were hoped to feature on an annual basis.

Councillor Howard provided an update on the work undertaken by the Darton West Ward Alliance. Members noted the Christmas events that had been held with the main focus at Priestley Avenue, Darton which had received a very good turnout with children singing from Kexborough Primary School and a visit from Santa Claus. The Ward Action Plan continued to be discussed and updated at each meeting.

Councillor Lofts provided an update on the Old Town Ward Alliance which had included the Christmas light switch on events at Huddersfield Road and Summer Lane. The community pantry had been the main focus of attention and good progress was being made.

Councillor Wright provided an update on the work undertaken by St. Helen's Ward Alliance which had included a number of church events, the Christmas light switch on which had been well attended, and the Santa sleigh ride around the residential properties within the Ward which had been a great success.

Councillor Howard expressed her thanks to Councillor Wright and his wife for providing the sleigh for display at the Christmas event held in the Town Hall, which had proved to be very popular.

Councillor Leech referred to the plans in place for a sleigh to be made available within the St. Helen's Ward, which could be borrowed by the other Wards. The sleigh would be purchased through personal funds rather than through the Ward Alliance.

**RESOLVED** that the notes of the respective Ward Alliances be noted.

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Chair

<b>MEETING:</b>	North East Area Council
<b>DATE:</b>	Thursday 25 January 2024
<b>TIME:</b>	2.00 pm
<b>VENUE:</b>	Meeting Room 1 - Barnsley Town Hall

## MINUTES

**Present** Councillors Hayward (Chair), Booker, Cherryholme, Ennis OBE, Green, Makinson, Peace, Sheard and Webster

### 36 **Declarations of Pecuniary and Non-Pecuniary Interests**

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

### 37 **Minutes of the Previous Meeting of North East Area Council held on 23 November 2023 (Neac.25.01.24/2)**

The meeting considered the minutes from the previous meeting of the North East Area Council held on 23 November 2023.

**RESOLVED** that the minutes of the North East Area Council held on 23 November 2023 be approved as a true and correct record.

### 38 **Age UK Update (Neac.25.01.24/3)**

Due to the absence of a presenter from Age UK, this item was abandoned.

**RESOLVED** that the item be abandoned.

### 39 **Jon Finch, Area Council Link Officer Feedback (Neac.25.01.24/4)**

Members received an update on the work of the Council and some of the recent key developments.

- Transformation work was underway, with service reviews and efficiency options being explored.
- The Council had taken 100% ownership of Oakwell Stadium.
- Market Gate Bridge had opened, with work ongoing to finalise outstanding works. The temporary bridge was to be removed.
- The Permanent Secretary at the Department for Levelling Up, Housing and Communities had visited Barnsley to discuss investment in the area.
- The Pride in Place Grants Panel was to meet in the coming weeks to review grant applications.

- Culture Strategy work was underway with workshops planned with elected members and Ward Alliances.

#### **40 Procurement and Financial Update Report (Neac.25.01.24/5)**

The Area Council Manager updated Members on the financial position to date provided in the appendices to the report, with various monies committed without being spent at this stage. The Healthy Lifestyles Panel was to meet later in February 2024 and make recommendations to a future Area Council meeting with progress on the the Drugs and Alcohol Advisor project also coming to a future meeting. Decisions made by the panel on the Youth Development Fund would come to a future Area Council meeting as formal recommendations. The procurement of a Clean and Green contract was progressing, with Members to be updated via email once the exercise was complete.

**RESOLVED** that:-

1. Members note the overview of NEAC current priorities, and overview of all current contracts, contract extensions, Service Level Agreements and Grant fund projects, with associated timescales; and
2. Members note the actual financial position to date for 2022-23 and the projected expenditure, including future proposals, to 2023-24 as outlined in Appendices 1 & 2 of the report.

#### **41 Notes of the Following Ward Alliances with Feedback from each Ward Alliance Chair (Neac.25.01.24/6)**

The meeting received notes from the Cudworth, Monk Bretton, North East and Royston Ward Alliances held throughout November and December 2023. The following updates were noted:-

*Cudworth* – the Sloppy Slippers event had been postponed and would take place on 17 February 2024. A Brass on the Grass event was being organised, with two bands signed up and a youth band approached, a Tea in the Park event would also take place in summer. Planning was in the initial stages for a day of action at Cudworth Park to clear the paths, with support from the Community Payback team.

*Monk Bretton* – Christmas activities had taken place including light switch-ons in Lundwood and Carlton. A Remembrance Sunday event had taken place with a volunteer on board for upkeep of the Remembrance Garden. The Ward Alliance had a good working relationship with Jolly Good Communities and took part in the program of activities scheduled wherever possible.

*North East* – the last Ward Alliance meeting had seen a useful presentation from U3A and a review of the DIAL service. Work with students at Outwood Academy Shafton was going well, with quarterly visits to the school. Winter Warm events were being planned and would provide an opportunity for services and providers to attend events in the community. Activities with young people such as sport and cooking were being explored, including half-term provision and a Saturday club. Funds



available to the Ward Alliance had previously been split by village, however this was now being trialled as a combined pot of funding available to all villages in the ward.

*Royston* – the asset transfer of Carlton Pavilion was being supported by the Ward Alliance. Christmas events had been successful, with funded activities for children taking place. Royston Park was hoping to ultimately achieve Green Flag status, the community orchard was thriving however play equipment needed refreshing and there was a plan of action in place. Talks were progressing looking to improve facilities at Rabbit Ings. Volunteering opportunities were plentiful, with local employers and service providers interested in participating.

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

**42 Report on the Use of Area Council Budgets and Ward Alliance Funds  
(Neac.25.01.24/7)**

Members were advised that the finances of Ward Alliances were ever changing and therefore the figures in the report were now higher than the current position. All Ward Alliances had available funds of less than £5,000 at the time of the meeting.

**RESOLVED** that Members receive the Ward Alliance Fund Report and note spend to date for the Wards of Cudworth, Monk Bretton, North East and Royston.

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Chair

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<b>MEETING:</b>	Central Area Council
<b>DATE:</b>	Wednesday 31 January 2024
<b>TIME:</b>	2.00 pm
<b>VENUE:</b>	Reception Room - Barnsley Town Hall

## MINUTES

**Present** Councillors K. Dyson (Chair), Bowser, Clarke, Fielding, Lodge, O'Donoghue, Mitchell, Moyes, Murray, C. Wray and P. Wright

### 29 Declaration of Pecuniary and Non-Pecuniary Interests

Councillor O'Donoghue declared a non-pecuniary interest in any item on the agenda, insofar as it related to his employment by Age UK.

### 30 Minutes of the Previous Meeting of Central Area Council held on 6 December 2023 (Cen.31.01.2024/2)

The meeting received the minutes from the previous meeting of Central Area Council held on 6 December 2023.

**RESOLVED** that the minutes of the Central Area Council held on 6 December 2023 be approved as a true and correct record.

### 31 Creative Recovery (Cen.31.01.2024/3)

Charlie Barnes, Artist Developer, and Lorna Szkliniarz, People Grower, were invited to the meeting to provide an update on the work of Creative Recovery in the Central Area. Members heard how the work was part funded by the Area Council, with the funding matched by the Arts Council.

Those present were made aware that the Headquarters of the project was based at Summer Lane and work on the group had started there trying to engage with residents in this area.

The focus had been to try to reestablish neighbourly feel in the area, and a dog walking group had been established, which provided a way for residents to meet. Since then, the group had further developed and a logo designed, with a virtual campfire event held as a way to encourage people to join in. People felt it positive that new faces joined in, and more people got involved. Members were also made aware of a Christmas event, held in conjunction with the Ward Alliance, which involved lantern making and carol singing.

Work in Worsbrough had started by identifying in which area to focus efforts. The New England area had been agreed, and following discussions around what activities residents may have an interest in; it was decided to consider bingo, with arts activities. Attendance at events had been variable, but it was noted those attending did enjoy the sessions.

In addition, focused activity was undertaken in workshops with five groups across the area, where a range of ornaments had been produced which were then placed on a community Christmas tree. An even was then held at Barrow Club, in partnership with the Ward Alliance. The event, originally designed to be held outdoors, was brought in and a sociable evening was had, with reasonable attendance. Comments received highlighted that the area had not previously seen many events and that it was nice that families could take part at no cost.

Within the Gilroyd and Dodworth area, Gilroyd had been focused on as there was evidence that Dodworth generally had more active social groups. Lorna had been focusing on bringing together local and social history with a view to creating a book or exhibition. There was only a small number of individuals involved, but work was ongoing to increase engagement.

Members noted that the project provided overall progress reports on a quarterly basis, and to date all targets had been met. Noted was the ongoing challenge to engage those hardest to reach who may benefit, especially given the time allocated of 1.5 days a week.

Notwithstanding time pressures, Members were made aware of plans for the future, which included extension of the local history project from Gilroyd into Dodworth, a Community Tapestry and possible Community Drama in Worsbrough, and another campfire event and a large-scale public art project at Summer Lane.

Questions were raised around the timescales of the project. It was acknowledged that funding was in place to July 2024, but that opportunities for funding elsewhere were being explored. Members questioned whether there was also the opportunity to expand the project, where funding allowed, so in the future all Wards could be supported.

Members also provided a number of suggestions for groups or facilities that the project could usefully link with, such as the Top of Dodworth Bottom Club, the Edmunds Centre in Worsbrough, the Worsbrough Mystery Plays, and the family hubs in the area.

It was acknowledged that groups had been supported so that hopefully many relationships would continue, and volunteers would try to keep the momentum going should finance not be forthcoming. A suggestion was made to link to the Council's Employer Supported Volunteering (ESV) scheme, and details of this be circulated to Members and to staff at Creative Recovery.

Members questioned whether support had been readily available from other stakeholders, and it was noted that support had been provided within respective parameters and was always gratefully received.

When discussing the impact on recovery from such as substance misuse, it was noted that this was not the main focus of the project, but anecdotally there had been positive impacts on those with improved mental health and wellbeing, but care was taken to avoid monitoring this too keenly which could act as a deterrent.

**RESOLVED** that thanks be given for the presentation and the work of Creative Recovery in the Central Area.

### **32 Procurement and Financial Update (Cen.31.01.2024/4)**

The Head of Stronger Communities spoke to the report previously circulated, noting the update on delivery against the priorities of the Area Council. Also noted was the current financial position and that proposed.

Members were reminded of the recent meeting of the Social Isolation and Loneliness Grant Fund moderation panel, who recommended that four applications be funded at a total cost of £102,736.20. This left £27,263.80 remaining from the funds allocated.

Members also noted that £35,403 also remained unallocated from tranche 2 of the funds allocated to the supporting vulnerable people priority. It was therefore proposed to combine these two unallocated amounts to run a Social Isolation and Vulnerable Persons Grant Fund for one year with a total budget of up to £62,666.80.

Also of note was the recent consideration of applications to the Youth Work Fund, which had received two high quality applications. To fully fund both would exceed the budget allocated by £515. Therefore, it was proposed that the additional £515 be allocated from the main Area Council budget.

#### **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 2023-24 and the projected expenditure, including future proposals, to 2023-2025, as outlined, be noted;
- (iii) That the Social Isolation and Loneliness moderation panel met and were able to recommend the progression of four applications at a total cost of £102,736.20 be noted;
- (iv) That approval be given to progress the commissioning of services via a 'Social Isolation and Vulnerable Persons Challenge Fund' with a financial envelope of £62,666.80 for grants to end prior to 31 March 2025 and that this is progressed by the Area Council Manager in conjunction with panel made up of Central Area Council Elected Members, with responsibility for the procurement of these grants delegated to the Executive Director Public Health and Communities; and
- (v) That an additional £515 be allocated to the Youth Work Fund to support both applications for YMCA and The Youth Association in their entirety.

### **33 Notes of the Ward Alliances (Cen.31.01.2024/5)**

The meeting received the notes of the following meetings of the Ward Alliances:-

Dodworth Ward Alliance, held on 6 November 2023;  
Kingstone Ward Alliance, held on 13 November 2023;  
Stairfoot Ward Alliance, held on 13 November and 11 December 2023;  
Worsbrough Ward Alliance, held on 16 November 2023.

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

**34 Report on the Use of Ward Alliance Funds (Cen.31.01.2024/6)**

Those report on the use of Ward Alliance Funds was received by Members.

**RESOLVED** that the report be noted.

**35 Date and time of the next meeting (Cen.31.01.2024/7)**

It was noted that the next meeting of the Area Council fell on 27<sup>th</sup> March 2024, which coincided with the Easter holidays. Members were asked whether the meeting would be quorate, and whether it was preferable to move the meeting to allow more Members to attend.

**RESOLVED** that the next meeting of the Area Council be held on 10<sup>th</sup> April 2024.

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Chair

<b>MEETING:</b>	South Area Council
<b>DATE:</b>	Friday 9 February 2024
<b>TIME:</b>	10.00 am
<b>VENUE:</b>	Meeting Room 1 - Barnsley Town Hall

## MINUTES

### Present

Councillors Markham (Chair), Eastwood, Franklin, Frost, Higginbottom, Osborne, Shepherd, Smith, White and A. Wray

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

Councillor Frost declared a non-pecuniary interest in any item on the agenda insofar as it related to his position as trustee of Age UK Barnsley.

Councillor Higginbottom declared a non-pecuniary interest in minute number 34 in relation to his position as Cabinet Spokesperson for Environment and Highways.

Councillor Markham declared a non-pecuniary interest in any item on the agenda insofar as it related to her position as trustee of Age UK Barnsley.

Councillor Osborne declared a non-pecuniary interest in minute number 34 due to his position as Cabinet Support Member for Environment and Highways.

### 32 Minutes of the Meeting of South Area Council held on 15/12/2023 (Sac.09.02.2024/2)

The meeting considered the minutes of South Area Council held on 15 December 2023.

**RESOLVED** that the minutes of the South Area Council held on 15 December 2023 be approved as a true and correct record.

### 33 Private Sector Housing Officer Discussion (Sac.09.02.2024/3)

As Al Heppenstall, Team Leader, was unavailable, it was agreed to defer consideration of this item to a future meeting.

### 34 South Environmental Caretaker Team Discussion (Sac.09.02.2024/4)

Matt Holdroyd, Assistant Service Manager, and Andrea Walker, Environmental Project Officer, were welcomed to the meeting.

Members were reminded that there were three members of staff working within the Caretaker team and given their late inception the project would now finish three months later.

Within the first quarter of the project 888 hours had been invested with 1,332 in the second quarter; the lower numbers in the first quarter reflecting the delay in the apprentice starting. Within the first quarter the team had spent equal time in each ward, however there had been slight variations following, which had been impacted by reactive work. However, there had been less than 10 hours variation between wards.

Reporting highlighted 77 tonnes of litter and environmental waste had been collected and 92% of tasks had been completed. The latter being less than the 100% expected due to staff members undertaking training on such as pesticide and weed control.

With regards to the budget, this was on profile, and some bespoke equipment had been shared with the team in the North Area to reduce costs.

It was noted that a number of groups had been supported across the area, and the feedback from Members on this and the rest of the work of the team was welcomed.

A number of Councillors praised the work of the team, highlighting the responsive and proactive work. It was suggested that, where possible, partners could be engaged in planned work to maximise the impact.

With regards to the composition of waste, this was not known, but confirmation was given that approximately 70-80% would be able to be recycled.

A question was asked in relation to the engagement of young people and schools. It was noted that Andrea had been recruited to take forward work such as this, building on the successful work seen in other areas.

With regards to supporting community groups, questions were raised around the time spent with each group and it was noted that scheduling was taking place to ensure that time was split equally between groups throughout the area.

Discussion took place regarding the responsibility of takeaways and shops to reduce their waste and take responsibility and for residents to dispose of their waste correctly.

**RESOLVED** that thanks be given for attending the meeting, and for the work of the team in the Area.

### **35 Notes of the Ward Alliances (Sac.09.02.2024/5)**

The meeting received the notes from the Hoyland Milton and Rockingham Ward Alliance held on 8 November 2023.

Those present discussed the issue of hanging baskets in the area, and it was noted that a response to all queries raised had been issued. This would be circulated to all interested parties.

Concerns were expressed around the increased costs, and the impact on numbers wishing to sponsor baskets unless a subsidy could be provided. Subcontracting arrangements for watering were also discussed.



It was noted that the tender had been awarded in an open and transparent manner and that contract management of this was imperative to ensure the service commissioned was provided. If this was not the case appropriate action could be taken in line with the contract.

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

**36 Report on the Use of Ward Alliance Funds (Sac.09.02.2024/6)**

**RESOLVED** that the report be received.

**37 Procurement and Financial Update (Sac.09.02.2024/7)**

The Area Council Manager spoke to the report, reminding Members of the workshop held on 19 January 2024. Here the performance of all contracted services and those provided under Service Level agreement had been discussed.

For each service, performance to date and the contract end dates had been considered, together with options for the future of the service. With regards to the Welfare Rights and Debt Advice Service, it was recommended that an updated tender specification be used to commission a service at £88,000 per annum, on a one year plus one year basis, subject to an annual review which would consider performance, continued need and the availability of funds. In addition, should Members approve this recommendation it was suggested that responsibility for any necessary details be delegated to the Executive Director Public Health and Communities following consultation with Members of South Area Council, and that two Members of the Area Council take part in the tender evaluation panel.

With regards to the service to tackle loneliness and isolation, it was suggested that a different model of delivery be explored with £34,000 per annum for two years allocated to a service supporting individuals on a one-to-one basis, signposting to providers and agencies

Should this be approved, it was suggested that, the tender panel should included two elected Members from South Area Council, and that responsibility for the procuring both the service and grant fund to reduce social isolation and loneliness be delegated to the Executive Director Public Health and Communities.

It was proposed that the service would be supported with a grant fund to support volunteers, groups and community organisations to tackle loneliness and isolation.

With regards to the SLA to provide Private Sector Housing support, it was suggested that the that this be extended for a further two years at a cost of £46,000 per year.

The recommendation in relation to the contract with District Enforcement to support schools, providing educational support to improve parking around schools was to extend the provision for a further year.

**RESOLVED:-**

- i) That the advice drop-in service be recommissioned on an updated tender specification, that the tender specification should include the points

- outlined at 5.4 of the report and be for a value of £88,000 per annum for a one plus one year contract, allowing for an annual review of performance, continued evidence of need and funding availability;
- ii) That responsibility and authority to procure the advice drop-in service in line with a specification agreed by the South Area Council be delegated to the Executive Director Public Health and Communities following consultation with Members of the South Area Council and that two Members take part in the tender process, scoring and sit on the tender interview panel for the procurement;
  - iii) That agreement be given to procure a social isolation and loneliness support service, delivering one to one support based on a new specification with a different model of delivery, with the tender specification including the points outlined at 6.4 of the report, with a maximum contract value of £34,000 per year for a one year plus one year contract allowing for an annual review of performance, the and subject to continued evidence of need and funding availability;
  - iv) That responsibility for the procurement of a social isolation and loneliness support service be delegated to the Executive Director Public Health and Communities following consultation with members of South Area Council and that two Members are nominated to take part in the tender process, scoring and sit on the tender interview panel for the procurement;
  - v) That approval be given to deliver a social isolation and loneliness grant scheme, which includes the points outlined at 6.4 of the report, and offers support to volunteers, groups, communities and organisations to tackle loneliness and isolation;
  - vi) That responsibility to develop and implement a social isolation and loneliness grant scheme in line with the report be delegated to the Executive Director Public Health and Communities following consultation with Members of the South Area Council, and with a total fund value of £30,000;
  - vii) That the Private Sector Housing Officer Service Level Agreement be extended for a further two years at a cost of £46,000 per annum for a two year period from 1st April 2024;
  - viii) That the Service Level Agreement with District Enforcement Ltd be extended for one year from the 1st July 2024 at a cost of £6,666 for 5 hours per week supporting schools and providing educational support to improve parking around schools and £24,000 (plus £1740 Barnsley Council Service Level Agreement for administration) for parking enforcement and educational support for hotspot locations identified by the South Area Council.

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Chair

<b>MEETING:</b>	Penistone Area Council
<b>DATE:</b>	Thursday 15 February 2024
<b>TIME:</b>	10.00 am
<b>VENUE:</b>	Council Chamber, Penistone Town Hall

## MINUTES

**Present** Councillors Greenhough (Chair), Barnard, Kitching, Lowe-Flello and Wilson

### 29 Declarations of pecuniary and non-pecuniary interests

No Members declared an interest in any item on the agenda.

### 30 Minutes of the Penistone Area Council meeting held on 30 November 2023 (Pac.15.02.2024/2)

The Area Council received the minutes of the previous meeting held on 30 November 2023.

**RESOLVED** that the minutes of the Penistone Area Council meeting held on the 30 November 2023 be approved as a true and correct record.

### 31 Presentation from Age UK

Debby Bunn, Chief Executive and Emily Hall, Executive Manager, Lorraine Hunter and Helen Bradbury of Age UK Barnsley were welcomed to the meeting and provided members with an overview of the work that had been carried out by Age UK Barnsley in the Penistone Area since July 2022.

A number of events and celebrations had been held including:-

- Quarterly Volunteer Meals at Cubley Hall
- Wortley Afternoon Tea
- Cleethorpes Trip
- Christmas Get Together
- Christmas Party at the Holiday Inn
- Canal Trip, Hebble & Calder Canal
- Sloppy Slipper Events

The Information and Advice Service had provided £1,630,044.70 of benefit gains for the Penistone Area since July 2022. Support provided had included benefit checks, cost of living advice, housing support and much more.

One to one support had provided:-

- 71 new individuals being seen
- 13 long term service users
- 21 Befriending Services
- 42 attended groups

- 55 Shopping trips
- 12 Gardening jobs
- 32 Handyperson jobs
- 22 Free warm home services

Members were provided with a list of all the Group activities which had been provided including Thurgoland Community Group, New Inn Lunch Club, Happy Vibes Memory Café plus many more.

There were 42 active volunteers who had provided 2,015 hours of volunteering within the past 18 months and providing a social value of £30,829. Members heard of the added value that Age UK Barnsley could provide Penistone members including warm hubs, Dementia Choir, Elizabeth Activity & Care Centre. People could access some of these by travelling to other areas of the Borough.

Members were informed of the particular focus on options for men. It was acknowledged that Men in Sheds in general had been a success but that this was no longer supported by Age UK in Penistone and would not meet every man's need. Ideas in particular were around a possible fishing group or museum visits.

Members were provided with the next steps and focus for Age UK Barnsley. It was brought to members attention that Age UK did not just work with the elderly, but with people of all ages. An example was provided of a need that had been identified with people over 50 who were lonely or had health conditions, or under 50 with health conditions such as dementia or arthritis.

Members raised concerns that there had been a gap in provision in the Penistone Area, but that it was hoped that these issues would be resolved now that the service had successfully recruited to their vacancies and would be fully staffed from Mid-March 2024.

**RESOLVED** that Age UK Barnsley be thanked for their comprehensive presentation and that the updates be noted.

### **32 Verbal Update on Family Hubs**

This items was withdrawn.

### **33 Notes from the Penistone Ward Alliance held on 14 December 2023 and 11 January 2024 (Pac.15.02.2024/5)**

The meeting received the notes from the Penistone Ward Alliance meetings held on 14 December 2023 and 11 January 2024.

**RESOLVED** that the notes from the Penistone Ward Alliance meetings held on 14 December 2023 and 11 January 2024 be received.

### **34 Report on the Use of Ward Alliance Funds (Pac.15.02.2024/6)**

Members received the report and noted its contents. Members noted that there had been a significant and welcome increase in groups coming forward and submitting applications for funding resulting in a remaining balance of £950.70.

**RESOLVED** that the report be noted.

### **35 Quarter 3 Performance Report (Pac.15.02.2024/7)**

The Area Council Manager provided members with an overview of the Quarter 3 Performance report dated October to December 2023 and all contracted services. Members attention was drawn to the outcome indicators under the clean and tidy statistics which were zero. This was due to the Twiggs contract ending in September 2023.

Members were informed that some environmental support was provided in the quarter by the area team by providing purple bags, the purchasing of litter picking equipment for Groups to borrow and meeting some requests from businesses. Members were thanked for their involvement in this interim period.

The Supporting Vulnerable and Isolated Older People contract had seen a significant amount of Befriending through volunteers. 18 clients had benefited from the information and advice service with a gain of £28,000 in benefits. 38 volunteers had been recorded for the quarter which was the highest of all the 5 contracts in the Penistone Area. A list of BOPPA activities across the Penistone Area was provided to members within the report.

The Citizens Advice Service were establishing themselves in Penistone Library as a drop in every 2 weeks on Wednesday mornings between 9am and 12.00noon. They had seen 19 clients in the quarter. 56 Clients had been supported either online or by the telephone service. Members attention was drawn to the statistics showing that there was a great number of younger people (under 55s) accessing the service.

The DIAL information and advice service had seen the majority of issues dealt with associated to health related issued and largely looking at benefits and PIP attendance allowance payments. Whilst the face to face offer is limited to numbers that can be seen, there was a large number of people accessing the service via the phone. Members were informed that DIAL carryout a 3 month follow up of every client to check on their welfare in order to provide additional support if needed.

The Adult singing workshops had come to an end and the adults that had attended had gained a lot from being a part of the workshops particularly around health and wellbeing. Discussions had taken place with Angel Voices around creating a self-sustaining group.

The Thurgoland Thespians had provided a positive first quarter report showing that the Pantomime had been well attended, 35 young people had been involved and they were making good progress.

Angel Voices was going from strength to strength and had been inundated with new young people wishing to take part. The new contract would look at longer term aspirations and progressing young people into other groups such as Barnsley Youth Choir and Junkyard Theatre and getting links into higher up chain groups. Members

commended the group as a positive example of making a small investment into something that could positively change young peoples lives whilst also providing them with additional ABRSM qualifications.

Cawthorne Cricket come had presented some good outcomes including putting people through coaching qualifications alongside a holistic approach to training including Pilates and supporting mental health and wellbeing.

Members were informed that the Walking the Goats project was due to start in January 2024 so no update was provided in this quarter.

**RESOLVED** that the report be noted.

### **36 Update on Food Support for the Penistone Area (Pac.15.02.2024/8)**

The Area Council Manager provided Members with an update to the food options in Penistone.

Members were reminded of the food options that were already on offer in the Penistone Area including Penistone Food Buddies, the Food Bank, Christmas Hamper scheme and Community Shop on the Go amongst other offers. In order to continue to meet any future need in the area, a deeper insight was required to ascertain what the pressure points and barriers are with meeting current food needs and how aware people are of the provisions that exist. Members were informed that an approach had been made to Good Food Barnsley CiC to support with this work.

**RESOLVED** that members support a further period of consultation and investigation to provide an evidence base to establish a more appropriate tailored response to meet the need of the Penistone Area.

### **37 Procurement and Financial Update (Pac.15.02.2024/9)**

The Area Council Manager spoke to the item providing members with a highlight of each commissioned project.

Members attention was drawn to the Supporting Vulnerable and Isolated Older People Service. Members were reminded that this contract would be finished the end of June 2024 and there would be a need for a future workshop to determine any future procurement requirements for this contract.

Members were informed that there had been no changes to the Working Together Grant Fund which remained with a balance of £37,052 in the pot. Members heard that this grant pot was being held in order to deliver any future food options in the Penistone Area.

The Working Together Grant Fund - Supporting Young People had funded 5 new projects at a total cost of £37,337.83 and had a remaining balance of £2,662.17.

The Environmental Service project was almost ready to go with the Service One following a tendering exercise and the successful bidder would be awarded a contract to start from March 2024. A grant application process had been established for Service Two, Community Environmental Support Service. An evaluation panel

consisting of members of environmental community groups and Penistone Ward Members would take place with a view to the service being operational from March 2024.

Members attention as drawn to the Penistone Ward Alliance remaining balance of £950. There had been a significant and welcome increase in applications being received with an estimated demand for ward alliance funds of £3,950 to the end of the financial year. Members were minded to approve an additional £5,000 from the Penistone Area Council budget to fund any further applications that may be received.

Members were provided with an overview of the 2023/24 budget. It was noted that following the allocation of £5,000 to the Ward Alliance budget, the remaining allocation to be carried forward into the 2024/25 financial year would be £32,216.

**RESOLVED:**

- (i) that the update of the contract funded by the Supporting Isolated and Older People Grant Fund be noted and that members participation in a workshop to consider any future procurement options be agreed;
- (ii) that the update on the current financial position of the Penistone Working Together Grant Fund be received;
- (iii) that the current position and uptake of round 3 of the Supporting Young People Grant Fund ringfenced within the existing Working Together Grant Fund be noted;
- (iv) that the updates on the procurement processes for the new service contracts to support Penistone Area Council' environmental priority be received;
- (v) that the current financial position of the Penistone Ward Alliance be noted and that additional funds of £5,000 to support the Ward Alliance from within the 2023/24 Penistone Area Council budget be agreed; and
- (vi) that the record of allocated and proposed spend from within the current Penistone Area Council Budget for 2023/24 be received and that the potential underspend to carry forward into the 2024/25 financial year be noted.

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Chair

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# Item 23



<b>MEETING:</b>	Cabinet
<b>DATE:</b>	Wednesday 24 January 2024
<b>TIME:</b>	10.00 am
<b>VENUE:</b>	Council Chamber, Barnsley Town Hall

## MINUTES

**Present** Councillors Houghton CBE (Chair), Cain, T. Cave, Franklin, Frost, Higginbottom, Howard and Makinson

**Members in Attendance:** Councillors Bellamy, Bowser, Moyes, Osborne, Peace and Sheard

### 172. Declaration of pecuniary and non-pecuniary interests

Councillor Osborne declared a non-pecuniary interest as a Board Member at Berneslai Homes in respect of Minute Numbers 178, 179 and 180.

Councillor Sheard declared a non-pecuniary interest as a Governor at Barnsley Hospital in respect of the agenda as a whole.

### 173. Leader - Call-in of Cabinet decisions

The Leader reported that no decisions from the previous meeting held on 10 January 2024 had been called in.

### 174. Minutes of the previous meeting held on 10 January 2024 (Cab.24.1.2024/3)

The minutes of the meeting held on 10 January 2024 were taken as read and signed by the Chair as a correct record.

### 175. Decisions of Cabinet Spokespersons (Cab.24.1.2024/4)

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

### 176. Petitions received under Standing Order 44 (Cab.24.1.2024/5)

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

### 177. Maintaining the Council's Long Term Financial Sustainability (Cab.24.1.2024/6)

**RESOLVED** that Cabinet note the challenging financial context and the Council's plans to ensure its ongoing financial sustainability.

### 178. Housing Revenue Account - Draft 2024/25 Budget and Capital Investment Proposals 2024-29 (Cab.24.1.2024/7)

#### RECOMMENDATION TO FULL COUNCIL ON 1 FEBRUARY 2024

**RESOLVED** that Cabinet recommend to forward to Full Council to approve:-

1. The HRA draft budget business plan for 2024/25 & note the MTFFS (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); and
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; and
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; and
4. The Core Housing Capital Investment Programme for 2024/25 totalling £17.939M Appendix 1; and
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); and
6. A one year only £4.9M priority adjustment from Capital BHS to responsive Revenue Repairs to fund current demand whilst maintaining decency standards.

**179. Housing Strategy 2024-28 (Cab.24.1.2024/8)**

**RECOMMENDATION TO FULL COUNCIL ON 1 FEBRUARY 2024**

**RESOLVED** that Cabinet recommends that Full Council 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.

**180. Refresh of the Berneslai Homes 2021-31 Strategic Plan and Annual Business Plan for 2024/25 (Cab.24.1.2024/9)**

**RESOLVED** that Cabinet:-

1. Approves the refreshed Berneslai Homes 2021-31 Strategic Plan and Annual Business Plan for 2024/25; and
2. Agrees the Service Director for Regeneration and Culture, in consultation with the Cabinet Spokesperson for Growth and Sustainability, be authorised to approve any minor final amendments or additions to the Strategic Plan/Annual Business Plan (including the final suite of KPI's for 2024/25 which will align to the Regulator's Tenant Satisfaction Measures), and associated appendices as may be identified.

**181. Street Trading Policy - Resolution to Designate Consent Streets (Cab.24.1.2024/10)**

**RESOLVED** that Cabinet:-

1. Approve the consultation process for the adoption of Schedule 4 of the Local Government (Miscellaneous Provisions) Act 1982; and
2. Approve all streets within the Barnsley borough be designated as Consent Streets to enable effective management and control of Street Trading within Barnsley town centre and the wider borough; and
3. Approve the draft Street Trading Policy for consultation purposes; and
4. Approve the draft proposed fees and charges for street trading permissions; and
5. Approve the draft Notice of Intention To Pass A Resolution on Street Trading and the Designation of Consent Streets.

**182. Submission to the Local Government Boundary Commission on the Council's Future Ward Boundaries (Cab.24.1.2024/11)**

**RESOLVED** that Cabinet approve the proposals for submission to the Local Government Boundary Commission.

**183. Statutory Polling District and Place Review 2023 (Cab.24.1.2024/12)**

**RECOMMENDATION TO FULL COUNCIL ON 1 FEBRUARY 2024**

**RESOLVED** 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; and
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.

**184. New Early Years Entitlements and Wraparound Expansion (Cab.24.1.2024/13)**

**RESOLVED** that Cabinet:-

1. Notes the timetable for the extension of early years funding entitlements for young children aged from 9 months, together with concurrent developments in 'Wraparound' child-care in the Borough; and
2. Agrees to draw down the funding grants made available by the DFE to support the Local Authority in developing the local childcare offer to ensure sufficient childcare places.

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Chair

# Item 24



<b>MEETING:</b>	Cabinet
<b>DATE:</b>	Wednesday 7 February 2024
<b>TIME:</b>	10.00 am
<b>VENUE:</b>	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 and Osborne

### 185. Declaration of pecuniary and non-pecuniary interests

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

### 186. Leader - Call-in of Cabinet decisions

The Leader reported that no decisions from the previous meeting held on 24 January 2024 had been called in.

### 187. Minutes of the previous meeting held on 24 January 2024 (Cab.7.2.2024/3)

The minutes of the meeting held on 24 January 2024 were taken as read and signed by the Chair as a correct record.

### 188. Decisions of Cabinet Spokespersons (Cab.7.2.2024/4)

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

### 189. Petitions received under Standing Order 44 (Cab.7.2.2024/5)

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

### 190. Medium Term Financial Strategy 2024-27 (Cab.7.2.2024/6)

#### RECOMMENDATION TO FULL COUNCIL ON 29 FEBRUARY 2024

**RESOLVED** that Cabinet submit to Full Council for approval the following recommendations:-

#### 2024/25 BUDGET RECOMMENDATIONS

#### 1. 2024/25 Revenue Budget, Capital Programme and Council Tax

- a) that the report of the Director of Finance (S151 Officer), under Section 25 of the Local Government Act 2003 at Section 1 be noted, that the 2024/25 budget proposals be agreed and that the Chief Executive and Senior Management Team (SMT), in consultation with Cabinet Spokespersons, submit, for early consideration, detailed plans that ensure the Council's ongoing financial sustainability in 24/25 and beyond.
- b) that the revised Medium Term Financial Strategy (MTFS) and Budget Forecast for 24/25 to 26/27 contained at Section 2 (supported by the suite of background papers in Sections 2a – 2d) be noted and that these are monitored as part of the arrangements for the delivery of the MTFS.
- c) that provision be made of £34.6M to cover anticipated demographic and other cost pressures in 24/25:
- Pay (£8.9M),
  - Children's Social Care (Children in Care / Practice Improvement) (£14.9M),
  - Adult Social Care (Provider Fees / Practice Improvement) (£6.6M),
  - Home to School Transport (£1.4M),
  - Waste Services (£0.6M),
  - Inflation on major contracts e.g. PFI (£1.4M),
  - Funding borrowing costs (£0.6M),
  - Investment in legal services (£1.0M),
  - Commercial income budget re-alignment (£0.8M),
  - Other minor investment £0.7M,
  - Savings on Capital Financing / Investment Income (-£2.3M)

be approved for inclusion in the budget as identified at Section 2.

- d) that the increase in the specific Adult Social Care Market Sustainability grant of £2.5M received in the 2023 Local Government Finance Settlement (£5.4M in total) be used to contribute to the funding of inflationary pressures in the care sector.
- e) that the increase in the Better Care Fund of £3.9M received in the 2023 Local Government Finance Settlement be used to fund inflationary and hospital discharge costs within Adults Social Care.
- f) that the increase in the general social care funding received over the last two years including the Council's share of the additional £1.2bn funding announced in the 2023 final Local Government Finance Settlement be baselined to fund the significant financial pressures relating to Children and Adults Social Care (circ. £30M of General Social Grant now baselined) .
- g) note that other core funding has increased by inflation, in line with previous assumptions.
- h) that the proposed Phase 1 service review savings of £8.4M in 24/25 highlighted in Section 2 and detailed at Section 4a – 4e be approved for implementation and that Members also note the further development of the transformation programme to help deliver balanced budget positions over the medium term (25/26 – 26/27).

- i) that the one-off General Services Grant / New Homes Bonus received as part of the 2023 Local Government Settlement be used to temporarily address the 24/25 budget shortfall pending the submission of further budget savings.
- j) that the Chief Executive, in conjunction with the Director of Finance and the Senior Management Team be tasked with formulating alternate savings plans (over and above the current transformation programme) based on various planning scenarios for Member consideration during 24/25.
- k) that the Council's Reserves Strategy and updated reserves position at Section 2b be approved including the setting aside of £23M for additional one-off support to the budget over the planning period (over and above the retention of the £20M Minimum Working Balance .
- l) that the proposed changes to the 24/25 fees and charges policy and accompanying schedule of charges set out at Section 2d be approved.
- m) to submit to Council for approval the cash limited budgets for each Service with overall net expenditure for 24/25 of £265.0M as highlighted in Section 5a.
- n) to consider the budgets for all services and approve, for submission into Council, the 24/25 – 25/26 budget proposals presented at Sections 5a – 5c, subject to Cabinet receiving detailed implementation reports where appropriate.
- o) to consider and approve the changes to the schools funding formula including the transfer of funding from the schools' block to the high needs block and approve the proposed 24/25 schools block budget as set out at Section 5d.
- p) that the capital investment schemes totalling £45.6M in 24/25 (£20.9M in Housing, £10.4M in Roads, £6.7M Asset Replacement and £7.6M Schools), be included within the capital programme and released subject to receiving further detailed business cases where appropriate Section 6 Appendix 1.
- q) note that the above includes £2M provisionally set aside for additional investment in repairing the Borough's highways (principal roads / side streets) and that this will be released subject to receiving a further detailed report on plans for its use.
- r) that the Chief Executive and SMT, in consultation with Cabinet Spokespersons, be required to submit reports into Cabinet, as a matter of urgency, in relation to the detailed General Fund Revenue Budget for 24/25 on any further action required to achieve an appropriately balanced budget in addition to those proposals set out above.
- s) that the Chief Executive and SMT be responsible for managing their respective budgets including ensuring the implementation of all approved saving proposals.
- t) that the Authority's SMT be charged with ensuring that the budget remains in balance and report regularly into Cabinet on budget / savings monitoring including any action required.

- u) that Cabinet and the Director of Finance (Section 151 Officer) be authorised to make any necessary technical adjustments to form the 24/25 budget.
- v) that appropriate consultation on the budget proposals takes place with the Trade Unions and representatives of Non-Domestic Ratepayers and that the views of consultees be considered by Cabinet and the Council.
- w) that the budget papers be submitted for the consideration of the full Council.

## **2. Council Tax 2024/25**

- 2.1 that Cabinet note the contents of Section 2a (24/25 Council Tax options) and that:
  - a) the Council Tax Collection Fund net surplus as at 31st March 2023 relating to BMBC of £3.6M be used to reduce the 24/25 Council Tax requirement, in line with statute.
  - b) the 24/25 Band D Council Tax increase for Barnsley MBC services be set at 4.99% (2.99% for Core Council Services and an additional 2.0% for the Adult Social Care precept).
  - c) the Band D Council Tax for Barnsley MBC's areas be determined following confirmation of the South Yorkshire Police and Crime Commissioner and South Yorkshire Fire Authority precepts for 24/25.
  - d) the Band D Council Tax for areas of the Borough with Parish / Town Councils be determined following confirmation of individual parish precepts for 24/25.
  - e) 12 months' notice be given to apply an additional 100% council tax premium (200% in council tax charge) to all properties that are substantially furnished but not some one's no one's sole or main residence (e.g. "second homes") after one year, with this premium becoming effective on 1st April 2025 onwards.
  - f) that the local council tax support scheme reverts back to the scheme approved in 22/23 as highlighted in Section 2a, effectively reducing the maximum discount for the lowest income households from 100% to 92.8% off the relevant bill.
  - g) that a full review of the current scheme be undertaken during 24/25 including the necessary consultations for any proposed changes with an update being provided to Members later in 2024.

## **3. Treasury Management Strategy & Policy Statement 2024/25**

- 3.1 that Cabinet approve the 24/25 Treasury Management Strategy and Policy Statement (included in the main papers at Section 2c) and specifically:
  - a) approve the 24/25 Treasury Management Policy Statement (Section 2c Appendix A).



- b) approve the 24/25 Minimum Revenue Provision (MRP) Statement (Section 2c Appendix B).
- c) approve the 24/25 Borrowing Strategy at Section 2c including the full suite of Prudential and Treasury Indicators (Section 2c Appendix C).
- d) approve the 24/25 Annual Investment Strategy at Section 2c.

**191. Co-ordinated Scheme for Admission to Schools 2025-2026 (Cab.7.2.2024/7)**

**RESOLVED** that Cabinet approve the proposed co-ordinated scheme for admission to schools 2025-2026 to ensure compliance with school admissions legislation.

**192. Admission Arrangements for Community and Voluntary Controlled Primary and Secondary Schools for the 2025-2026 School Year (Cab.7.2.2024/8)**

**RESOLVED** that Cabinet approve the proposed policy of admission to community and voluntary primary and secondary schools in the Borough to ensure compliance with school admissions legislation during the 2025-26 school year.

**193. Habitat Bank Creation (Cab.7.2.2024/9)**

**RESOLVED** that Cabinet:-

1. Approves the principle of establishing a habitat bank in Barnsley on Council owned land, to be delivered internally by the Council; and
2. Delegates authority to the Head of Planning, Policy and Building Control to carry out all necessary arrangements to set up a habitat bank on Council owned land. Arrangements will include, but not exclusively: choice of site(s); legally securing the site(s); the mechanism for determining cost of credits and any future uplift; collecting and receiving payments; and monitoring.

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Chair

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# Item 25



<b>MEETING:</b>	Cabinet
<b>DATE:</b>	Wednesday 21 February 2024
<b>TIME:</b>	10.00 am
<b>VENUE:</b>	Council Chamber, Barnsley Town Hall

## MINUTES

**Present** Councillors Houghton CBE (Chair), Cain, T. Cave, Franklin, Frost, Higginbottom, Makinson and Newing

**Members in Attendance:** Councillors Bellamy, Bowser, Cherryholme, Moyes, Peace and Sheard

### 194. Declaration of pecuniary and non-pecuniary interests

Councillor Sheard declared a non-pecuniary interest as a Governor at Barnsley Hospital in respect of the agenda as a whole.

### 195. Leader - Call-in of Cabinet decisions

The Leader reported that no decisions from the previous meeting held on 07 February 2024 had been called in.

### 196. Minutes of the previous meeting held on 7 February 2024 (Cab.21.2.2024/3)

The minutes of the meeting held on 07 February 2024 were taken as read and signed by the Chair as a correct record.

### 197. Decisions of Cabinet Spokespersons (Cab.21.2.2024/4)

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

### 198. Petitions received under Standing Order 44 (Cab.21.2.2024/5)

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

### 199. UK Shared Prosperity Funding (UKSPF) and South Yorkshire Mayoral Combined Authority (SYMCA) - Employment and Skills Programme (Cab.21.2.2024/6)

**RESOLVED** that Cabinet;

1. Give approval is for the Executive Director – Growth & Sustainability in consultation with the Executive Director of Core Services to enter into a partnership agreement with Sheffield City Council to receive UK SPF. This would deliver the following employment support projects under 'Skills and Employability South Yorkshire':
  - Strand One - Preparation for Work (young people and adults)
  - Strand Two - Into Employment Support (young people and adults); and

2. Give approval for the Executive Director – Growth & Sustainability in consultation with the Executive Director of Core Services to enter into a partnership agreement with City of Doncaster Council to receive UK SPF. This would deliver the following employment support project under ‘Skills and Employability South Yorkshire’:
  - Strand Three - Progression in Employment (all age); and
3. Give approval for the Executive Director – Growth & Sustainability in consultation with the Executive Director of Core Services to restructure and recruit additional resources to the Employment and Skills Service. This would provide a fit-for-purpose delivery structure to deliver UK SPF ‘Skills and Employability South Yorkshire’ programme.

**200. Adoption of Updated Biodiversity and Geodiversity Supplementary Planning Document (SPD) (Cab.21.2.2024/7)**

**RESOLVED** that Cabinet refers the report to Full Council for approval to adopt the updated Biodiversity and Geodiversity SPD.

**201. Adoption of Updated House Extensions and Other Domestic Alterations Supplementary Planning Document (SPD) (Cab.21.2.2024/8)**

**RESOLVED** that Cabinet refers the report to Full Council for approval to adopt the updated House Extensions and Other Domestic Alterations Supplementary Planning Document (SPD).

**202. 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>
203	Paragraph 2

**203. Children's Services Financial Recovery Plan (Cab.21.2.2024/10)**

**RESOLVED** that Cabinet;

1. Note the activity taking place in the delivery of the Financial Recovery Plan for Childrens Services; and
2. Approve the increase in payments to be made to Barnsley ‘in-house’ Foster Carers; and
3. Note the approach to identifying further savings and approve the receiving of further reports, pending the outcome of more detailed analysis.

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Chair

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# Item 26



<b>MEETING:</b>	Cabinet
<b>DATE:</b>	Wednesday 6 March 2024
<b>TIME:</b>	10.00 am
<b>VENUE:</b>	Council Chamber, Barnsley Town Hall

## MINUTES

**Present** Councillors Cain, T. Cave, Franklin, Frost, Higginbottom, Howard, Makinson (Chair) and Newing

**Members in Attendance:** Councillors Bowser, Moyes, Osborne, Peace and Sheard

### 204. Declaration of pecuniary and non-pecuniary interests

Councillor Cain declared a non-pecuniary interest as a Board Member at Goldthorpe Town Deal Board in respect of Minute Number 214.

Councillor Cave declared a non-pecuniary interest as a Trustee at Barnsley Youth Zone in respect of the agenda as a whole.

Councillor Newing declared a non-pecuniary interest due to undertaking work for the NHS in respect of the agenda as a whole.

Councillor Osborne declared a non-pecuniary interest as a Board Member at Berneslai Homes in respect of Minute Number 212.

Councillor Sheard declared a non-pecuniary interest as a Governor at Barnsley Hospital in respect of the agenda as a whole.

### 205. Call-in of Cabinet decisions

The Deputy Leader reported that no decisions from the previous meeting held on 21 February 2024 had been called in.

### 206. Minutes of the previous meeting held on 21 February 2024 (Cab.6.3.2024/3)

The minutes of the meeting held on 21 February 2024 were taken as read and signed by the Chair as a correct record.

### 207. Decisions of Cabinet Spokespersons (Cab.6.3.2024/4)

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

### 208. Petitions received under Standing Order 44 (Cab.6.3.2024/5)

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

**209. Annual Review of the Sufficiency of Childcare Places in the Borough (Cab.6.3.2024/6)**

**RESOLVED** that Cabinet notes the outcomes of the annual review of the sufficiency of early years provision in the Borough and endorses the actions to be taken to maintain resilience within the sector which supports the sustainability of provision as indicated in Section 4 of the report.

**210. Quarter 3 (2023/24) Corporate Performance Report (Cab.6.3.2024/7)**

**RESOLVED** that Cabinet:-

1. Notes the contents of the Corporate Performance Report in relation to the delivery of the Corporate Plan priorities and outcomes; and
2. Agrees the Performance Report is shared with the Overview and Scrutiny Committee to inform and support their ongoing work programme.

**211. Corporate Finance Performance Quarter 3 2023/24 (Cab.6.3.2024/8)**

**RESOLVED** that Cabinet:-

1. Note the £20.7M projected cost pressure on the Council's 2023/24 General Fund budget, a slight improvement of £0.5M since Quarter 2; and
2. Note the significant ongoing cost pressures within Children's Social Care and the plans the Executive Director of Children's Services in conjunction with the Director of Finance are undertaking to mitigate these pressures; and
3. Agree to receive further updates from Executive Directors on the delivery of their service reviews/efficiencies and future spending plans, ensuring that these are managed within agreed resource envelopes; and
4. Note the requirement to utilise reserves as agreed in Quarter 2; and
5. Note the current forecast pressure of £1.0M on the Housing Revenue Account, an increase of £0.2M since Q2; and
6. Endorse the accounting write-off of historic bad debts totalling £0.512M as detailed in the report [NB: all debts remain liable for collection]; and
7. Note the forecast position on the Capital Programme (paragraph 3); and
8. Note scheme slippage totalling £19.1M; and
9. Note scheme rephasing totalling £1.4M; and
10. Endorse new schemes to be released into the programme totalling £2.2M in line with the agreed 2023/24 Capital Programme; and
11. Note the key messages from the Council's Q3 Treasury Management activities (paragraph 4).



**212. HRA Decent Homes Capital Investment Report 2024/25 (Cab.6.3.2024/9)**

**RESOLVED** that Cabinet:-

1. Approves the HRA 2024/25 Barnsley Homes Standard Programme; and
2. Approves the HRA 2024/25 Supplementary Investment Programme; and
3. Approves the HRA 2024/25 Other Investments.

**213. 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>
214	Paragraph 3
215	Paragraph 3

**214. Goldthorpe Housing Project Design and Delivery (Goldthorpe Towns Fund: Project D) (Cab.6.3.2024/11)**

**RESOLVED** that Cabinet:-

1. Approves the final red line boundary/intervention area of the Goldthorpe Housing Project along with confirmation of the final properties for acquisition and demolition as detailed in Appendix 1; and
2. Approves the RIBA Stage 3 Goldthorpe Housing Project Site Plan (Appendix 2) and the Greenspace Plan (Appendix 3) as outlined in Section 2 of the report (subject to minor amendments during the planning process); and
3. Approves the commencement of work necessary to fully deliver the Goldthorpe Housing Project as outlined in Section 2 of the report, noting that the cost of the scheme will be contained within the funding envelope described in Recommendation 5; and
4. Approves the proposed budget virements included in the Project Adjustment Request (PAR) submitted to DLUHC for evaluation in December 2023 - noting that subject to Cabinet approval DLUHC has confirmed approval of the PAR (subject to formal paperwork).

Noting: Approval of the virements in the PAR would address not only the existing funding shortfall for the Goldthorpe Housing Project but would also support the overall deliverability of the Goldthorpe Towns Fund Programme (Section 2.14).

For the purposes of expediency and completeness each of the virements in the PAR are submitted to Cabinet for approval via this report (Section 2.14).

5. Approves the acceptance and draw down of the funding package described in Section 3, and any other match funding that becomes available, to provide the resources necessary to support delivery of the Goldthorpe Housing Project; and
6. Delegates approval of any amendments to the details contained within the full business case, along with the approval of any other full business cases (including the acceptance of any additional match funding) to the council's Section 151 Officer in consultation with Executive Director of Growth and Sustainability, the Towns Deal Board and council's Capital Oversight Board; and
7. Delegates authority to the Executive Director of Core Services, in consultation with the Service Director for Regeneration and Culture to seek tenders for any aspect of the delivery of the project for works and professional services up to the completion of the final delivery stage; and
8. Gives approval to proceed with procurement and award of all contracts required to deliver the scheme, subject to the satisfactory outcome of 'bid appraisal' and 'due diligence' processes provided that affordability within the secured funding envelope is demonstrated; and
9. Delegates final scheme approval and responsibility for the appointment of suitably qualified contractors, to the Executive Director of Growth and Sustainability, following consultation with the Director of Finance; and
10. Approves the extension of the current Grade 6 Project Officer role for an additional 1-year fixed term contract; and
11. Delegates authority to the Executive Director of Growth and Sustainability to approve the preparation and submission of any necessary statutory procedures and applications for permission (including planning permission) required to complete the project; and
12. Delegates authority to the Executive Director of Core Services to negotiate, conclude and execute on behalf of the council any document or agreement required to give effect to the delegations contained in the report; and
13. Delegates authority to the Group Leader Estates to enter into negotiations and to acquire any interests in land not in the ownership of the local authority necessary to deliver the Goldthorpe Housing Project and now identified in the red line boundary. This includes agreeing any Home Loss and Basic Loss, disturbance and other heads of compensation to which occupiers would be entitled if they were displaced from their properties in consequence of the exercise of compulsory purchase powers; and
14. Delegates authority to Head of Strategic Housing to enter into grant funding agreements with private property owners to manage appointed contractors on their behalf.

**215. Milefield Primary - Re-roofing Works (Cab.6.3.2024/12)**

**RESOLVED** that Cabinet:-

1. Approves the additional funding required to deliver the reroofing scheme at Milefield Primary; and
2. The financial implications arising from the report be included in the capital programme and released in accordance with the Financial Regulations Code of Practice C5.2(a).

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Chair

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# Item 28

**SOUTH YORKSHIRE PENSIONS AUTHORITY**  
**AUTHORITY MEETING**  
**07 DECEMBER 2023**

PRESENT:

Councillor J Dunn (Chair)

Councillors: R Bowser (Barnsley), S Clement-Jones (Sheffield), A Dimond (Sheffield), D Fisher (Rotherham), J Mounsey (Doncaster) D Nevitt (Doncaster) A Sangar (Sheffield), M Stowe (Barnsley),

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), D Sharp (Assistant Director – Pensions)

Apologies for absence were received from  
Cllr Gamble Pugh, Cllr Steve Cox, Cllr Marnie Havard

1) WELCOME AND INTRODUCTIONS

The Chair welcomed everyone to the meeting.

2) APOLOGIES

Apologies were noted as above.

3) URGENT ITEMS

None.

4) ANNOUNCEMENTS

The Director welcomed Debbie Sharp the new Assistant Director – Pensions to her first Authority meeting.

The Director also wanted to celebrate some of the Authority's successes winning an award for Place Based Impact Investing at the Pensions for Purpose Awards Ceremony earlier in the month.

The Communications team were also highly commended at the Comms2Point0 Honour Unawards 2023. Being a small team of two they have generated an increase in the volume and quality of our social media outputs and the Director wanted to congratulate the team on their success.

5) ITEMS TO BE CONSIDERED IN THE ABSENSE OF PUBLIC AND PRESS

None.

6) DECLARATIONS OF INTEREST

None.

7) SECTION 41 FEEDBACK FROM DISTRICT COUNCILS

None.

8) MINUTES OF THE MEETING HELD ON 07/09/2023.

**RESOLVED: That the minutes of the meeting held on 7 September 2023 can be agreed as a true record.**

9) QUESTIONS FROM THE PUBLIC

Questions were received from Mr Ashton and Ms Stott.

The Director responded on behalf of the Authority.

Electronic versions of the questions and responses will be emailed to the relevant members of the public. The written replies are attached as appendices to the minutes.

10) QUARTER 2 CORPORATE PERFORMANCE REPORT 2023/24

The Assistant Director – Resources and Head of Finance presented the Q2 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 performance in Pensions Administration processing and why this remains well below target and what can be done to improve this.

The Assistant Director – Pensions responded that the capacity in the team has not been sufficient to cope with the amount of work coming in. This has now been addressed through a budget increase in this department which will allow the Authority to recruit a new team in the new year including 6 processing staff and a team leader. Additionally, staff have been undertaking overtime to help make inroads into the backlogs which has shown improvement, and this will be budgeted for in the next financial year so backlogs can continue to be cleared.

Members further questioned how the Authority envisions the back logs will look in a year's time and how we can get employer data on time, especially as we continue to onboard more employers.

The Head of Finance responded that the timeliness and quality of employer data have improved, however further work is required to improve the timetable for receiving the data as this is currently longer than it need be. Making changes to the Pensions Administration Strategy will give the Authority the opportunity to improve in this area.

The Assistant Director – Pensions further expanded on this point that it requires the Authority to further engage with our employers to ensure they are educated and to continually work on improving our relationship with them.

Finally, Members queried how the Authority's relationships with software providers are going to enable the delivery of the McCloud Remedy and other day to day projects such as Cyber Security.

The Assistant Director – Resources assured members that the Head of ICT and Service Manager – Systems are working together to create a robust Project Plan to ensure improvements are made with software providers. Previous issues have come as a result of changes in Account Manager's with the provider and not having the correct relationships in place to hold them to account. Now the new Assistant Director – Pensions is in post she will work to further improve the relationship the Authority hold with them. Further to this software upgrades have been undertaken since the report was published and is in the testing phase soon to go live, once completed a project group has been set up to take the McCloud work forward.

The Assistant Director – Pensions elaborated on this point assuring members that she will continue to work on improving the relationship's held with software providers and has a meeting scheduled in the new year to kick things off with CIVICA. Further to this, an audit will take place on the system to identify what is currently being utilised from their systems and what elements could be improved upon.

**RESOLVED: Members approved a supplementary estimate of £197,500 as set out in paragraphs 4.27 to 4.33 of the report.**

11) APPROVAL OF THE LEVY 2024/25

The Head of finance presented the Levy for 2024/25 under the Levying Bodies (General) Regulations 1992. The Levy was set up when the Authority was created in 1988 to cover the early retirement compensation payments.

**RESOLVED: Members approved a total levy of £286,792 for 2024/25 in accordance with The Levying Bodies (General) Regulations 1992, to be allocated to the District Councils in proportion to their approved council tax base shares.**

12) STAFF SURVEY 2023

The Assistant Director – Resources presented the results of the 2023 Staff Survey which was last run in 2020.

Members probed the Authority on Equality and Diversity and why this hasn't made much progress, and why the Authority seems to be behind on this area in comparison to district councils.

The Director assured members that the Authority have been able to increase the diversity across the workforce despite still having a lot of work to do in this area.

The Assistant Director – Resources further expanded that the Authority will be running an Equality, Diversity, and Inclusion questionnaire in the new year to help update records and target further support as a result of this. Further to this, staffing capacity has impacted upon Equality and Diversity work however with now having filled this gap, it will be a priority for the Authority again in the new year. Work will also be done on reviewing training and recruitment policies to ensure more diversity in the workplace and the Authority will reach out to councils HR teams to pick up on best practice.

Further discussion was held around the overall Equality in the workplace and the uneven balance in gender across the management. The Director informed members that the RISE programme, which will commence in the new year is specifically

targeted at women and encouraging them into management roles following the Authority recognising this was an area where additional support was required.

The Chair further queried the Authority's policy on Menopause and what efforts the Authority are going to for women who are going through this in the workplace.

The Assistant Director – Resources explained that the Authority have already provided training for Women around the Menopause and a Mandatory Menopause course for managers to equip them to support their staff in this area. The next stages will be to implement menopause into the Health and Wellbeing Strategy or as its own stand-alone policy.

Members further probed on the working environment and the Authority's future plans for hybrid working.

The Assistant Director – Resources responded that a working group is currently being set up to look at the Hybrid Working Policy to ensure it works effectively for everybody including the Authority.

Members further questioned the Authority on if they have any policies in place to encourage sustainable transport.

The Assistant Director – Resources confirmed that as part of the Pay and Benefits review the Authority are looking to implement a salary sacrifice scheme for cycle to work and for electric or low emission vehicles. Additionally, one of the Authority's corporate objectives is the net zero target for operations so work will be done to explore how this can be moved forwards.

The Director followed up that considerations were taken when choosing the office space, ensuring its good proximity to public transport links and facilities provided for staff including showers for those who choose to cycle or jog to work. Further discussion was held on equality and diversity on the Authority Board and how it could continue to be diversified in the future.

**RESOLVED: Members noted and commented on the results of the staff survey and the actions outlined in relation to the areas for further improvement.**

### 13) ADVISOR MARKET COMMENTARY

The Independent Advisers presented the Market Commentary Report for members to consider and note.

Members sought the views of the advisors around what the market would look like following a UK election taking place next year, which would bring further uncertainty into the markets.

The Advisors responded that although it is impossible to know exactly what will happen, they predict that the UK has already dealt with a lot of uncertainty and a lot of technical damage has already happened. Consensus around policy provides somewhat more certainty and with Australian Sovereign Wealth funds looking to invest in the UK economy and the sterling picking up, could it be any worse than it has already been.



Members also sought the Advisors views on corporate profiteering and price gouging being a cause of sticky investment.

The Advisors responded that consumer loyalty to these brands has allowed prices to remain high, although deflation is happening in other areas which is combating this, so they don't expect we are looking at higher inflation for longer.

Further discussion took place around the Artificial Intelligence 'bubble' which reflected on the importance of diverse portfolios.

Finally, members sought the views of the advisors on the pressure the Government are putting on LGPS funds to invest in specific ways.

The Advisors commented that Authority are investing in different areas whilst always considering South Yorkshire, to ensure there is balance in diversifying the portfolio.

**RESOLVED: Members thanked the advisors and noted the report.**

14) QUARTER 2 INVESTMENT PERFORMANCE REPORT 2023/24 (INC ADVISORS REPORT)

The Assistant Director – Investments delivered the Q2 Investment Performance Report highlighting key areas of performance over the last quarter.

**RESOLVED: Members noted and accepted the report.**

15) QUARTER 2 RESPONSIBLE INVESTMENT UPDATE 2023/24

The Director presented the regular quarterly report on Responsible Investment Activity for Members to note and comment upon.

The Chair noted that members have attended workshops and the Border to Coast Conference which focused on Responsible Investment where they have been very much involved and have engaged in thorough questioning.

Members queried the Authority's intentions in the investment in ESG and whether this was for ethical reasons or financial gain so the message could be relayed to Stakeholders.

The Director responded that the Authority is not an ethical investor but instead a responsible investor, who seek to invest in things where risks are effectively managed. Reflecting on ESG issues in investment decision making is an approach famed at protecting the value of the Authority's investments and the value of scheme members pensions savings.

**RESOLVED: Members noted and accepted the report.**

16) ANNUAL REVIEW OF BORDER TO COAST RESPONSIBLE INVESTMENT POLICIES

The Director presented the Annual Review of the Border to Coast Responsible Investment Policies. This is brought to the Authority annually for endorsement.

Members raised questions around climate change and if this will be a topic of conversation at the next Border to Coast annual review, following us missing out on further negotiations on it this year.

The Director responded that it would have been difficult for us to make further progress this year given the consensus being against us on this topic. The mismatch between our 2030 target and B2C 2050 target is a challenge, and this has been reflected in a number of discussions held. The Director further made a point that Border to Coast will pose some challenges with their current products if they want to meet their 2050 target and that questions will need to be asked in the coming years around some of their portfolios of which it will likely benefit our goals. The Authority will hold its next strategy review through 2025 which will require members to reflect further on investment beliefs. A further restraint comes from the Authority being required to pool all listed assets, which is not something the Authority can move away from. Therefore, influencing the pool to deliver solutions will be required to help the Authority to reach the 2030 target.

Members encouraged the Authority to enhance diplomacy and influence our colleagues at Border to Coast to allow us to make progress.

Members also discussed issues concerned with the behaviours of BP in relation to continued fossil fuel exploration and the implications of the BDS bill currently before parliament.

**RESOLVED: Members endorsed the various Border to Coast policies as Appendices A to C.**

Councillor Dimond asked that his dissent be noted.

17) PLACE BASED IMPACT INVESTING – MEMORANDUM OF UNDERSTANDING WITH SOUTH YORKSHIRE MAYORAL COMBINED AUTHORITY

The Director presented the Place Based Impact Investing Memorandum of Understanding with South Yorkshire Mayoral Combined Authority.

Following agreement from the Authority this will be considered by the Combined Authority Board in January, and signed by the Director and a member of the Combined Authority when it will then come into force.

Members were concerned that the development of a relationship with the Combined Authority did not compromise the Authority's independence and objectivity in relation to decision making.

The Director responded that the intention behind the Memorandum is to provide the Authority with protection against the risks identified and that it has been made clear to the Combined Authorities Officers that we are an institutional investor, and we will ask fund managers to consider investments on their merits and whether they meet the test of institutional quality. The use of external managers in this process avoids potential conflicts and maintains objectivity in the process. Further to this, investments will only be considered if they meet the various return and risk requirements of specific mandates.

**RESOLVED: Members authorised the Director to sign the Memorandum of Understanding at Appendix 1 on behalf of the Authority.**

18) INVESTMENT CONSULTATION

The Director presented an update on the recent Investment Consultation.

The Director confirmed that the Government have now issued a response consultation on the proposals for improving the process of pooling to ensure that LGPS funds are supporting growth in the UK. Further regulations and guidance are expected during the first part of 2024 although the timetable is not entirely clear. The Director asked members to refer to the immediate implications of this which were outlined in the report.

Work is to be carried out on levelling up documents to bring them in line with the requirements identified and it is unlikely that the level of private equity investment will be agreed due to increase exposure in this area not being in line with the risk appetite. A Transition Plan is being worked on and will be presented to the Authority at the March meeting.

**RESOLVED: Members noted the contents of the report.**

19) DECISIONS TAKEN BETWEEN MEETINGS

The Head of Governance presented the report to inform members of decisions taken between meetings of the Authority.

**RESOLVED: Members noted the decisions made between meetings.**

20) 2024/25 GOVERNANCE MEETING & TRAINING CALENDAR

The Head of Governance presented the Governance Meetings and Training Calendar for approval of the Authority.

**RESOLVED: Members approved the 2024/25 Governance Meeting and Training Calendar.**

21) BORDER TO COAST UK PROPERTY PROPOSITION (EXEMPTION PARAGRAPH 3)

The Director updated members on the progress with the delivery of the Border to Coast UK Real Estate proposition and the implications for the Authority which is targeting launch in September 2024.

**RESOLVED: Members noted the progress made by Border to Coast in delivering a UK Real Estate proposition and the implications for the Authority of the transition of assets in the new proposition.**

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# Item 29

**SOUTH YORKSHIRE PENSIONS AUTHORITY**  
**AUTHORITY MEETING**  
**08 JANUARY 2024**

PRESENT:

Councillor J Dunn (Chair)

Councillors: M Havard (Rotherham), R Bowser (Barnsley), S Clement-Jones (Sheffield), A Dimond (Sheffield), D Fisher (Rotherham), J Mounsey (Doncaster), D Nevitt (Doncaster) A Sangar (Sheffield), M Stowe (Barnsley)

Officers: G Graham (Director), G Taberner (Assistant Director - Resources & Chief Finance Officer), W Goddard (Head of Finance), D Sharp (Assistant Director – Pensions), Chloe Knowles (Executive Management Support Officer)

Apologies for absence were received from:

Cllr C Gamble Pugh, Cllr S Cox, N Doolan-Hamer (Unison), G Warwick (GMB), Richard Bedford (Unite)

1 **APOLOGIES**

The Chair welcomed everyone to the meeting.

Apologies were noted as above.

2 **ANNOUNCEMENTS**

None

3 **URGENT ITEMS**

The Chair welcomed Cllr Jabbour who is the Vice Chair of the Border to Coast Joint Committee who will be observing the meeting today.

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

Five items are to be considered in the absence of the public and press starting at item 14.

5 **DECLARATIONS OF INTEREST**

Senior officers have an interest in item 18 and will therefore leave the room at that point.

6 **SECTION 41 FEEDBACK FROM DISTRICT COUNCILS**

None

7 **MINUTES OF THE MEETING HELD ON 07/12/2023**

**RESOLVED:** That the minutes of the meeting held on 7 December 2023 can be agreed as a true record.

8 REVIEW OF THE CORPORATE STRATEGY 2024 – 2027

The Director presented the updated Corporate Strategy covering the three years 2024-2027 for approval. The Corporate Strategy would usually be fully reviewed during the valuation, which is due this time next year, however the Authority recognised a need to do further work on the strategy following discussions with members at the Members Away day in November.

Work has been done to put more focus on driving improvements in the Pensions Administration service, and a report with further details on this will be brought to the next meeting.

Members praised the Authority for taking onboard the feedback following the Members Away Day in November 2023 and were pleased that work had already taken place to put more focus on this area. Members commented that the Away Day was very positive and highlighted the importance of working collectively.

Members further questioned where the Authority thinks we will be in 4 years' time in terms of the pensions administration processes and clearing the backlogs.

The Assistant Director – Pensions responded that we hope to see improvements over the next year as capacity is increased in the team and work has already taken place to ensure we are catching up on system updates, one of which will be due to go live next week. The Director further followed up that staff are now fully on board with the agenda for change and this attitude will help to drive addressing the changes in pensions administration.

Members probed the Authority on the Risk Register and whether other Pensions Authority's would have similar risks and if they would be positioned in a similar way on the matrix.

The Director explained that most of the risks on the Authority's risk matrix would be on every other fund's matrix however, we score climate risk higher than others to reflect our net zero target. Additionally, some of the investment risks are lower than other funds due to the nature of the Authority's Investment Strategy in that it is less volatile than the average. This was reflected in the CEM benchmarking results which for investments indicated that we take much less risk, whilst still achieving added value and at a lower cost.

Members further probed around how this informs the Corporate Strategy. The Director followed up that each project on the Corporate Strategy is linked to the risks on the risk register with some being more obvious than others.

Members raised questions about the way in which scheme members and stakeholders might influence further development of the Investment Strategy.

The Director responded that it has not yet been decided how the consultation will be conducted due to the vastly different levels of understanding amongst scheme employers and scheme members, so this will need to be framed in a way in which people will understand. Work will commence on this in the early part of the next calendar year and planning will commence later this year.

**RESOLVED: Members approved the updated Corporate Strategy set out in Appendix A.**

9 BUDGET 2024/25

The Assistant Director – Resources presented the Authority budget proposals for 2024/25 for approval of £8,271,400.

The total increase in the budget is £1.4million in comparison to last year’s budget, however the majority of this has been driven by developments that have been separately approved primarily by the Staffing Committee in October 2023 in relation to the Pensions Administration Improvements and the outcomes of the Pay & Benefits Review. Two further reports in the exempt section of the agenda will also result in part of this budget growth.

Members commented on the large increase to the budget and how they expect to be able to measure improvements over the next year to see that we have delivered on the investment.

The Director responded that the senior management team are very conscious of ensuring that we demonstrate the delivery on this significant investment. The Assistant Director – Resources followed up on this point raising that in December the new Service Manager – Programmes & Performance was appointed, and part of his work will focus on demonstrating outcomes and measuring performance to enable us to bring reports to the Authority which show the steady progress and delivery of outcomes from this investment.

Members further queried the reserves forecast being at such a low level and why nothing could be done in the short to medium term.

The Assistant Director – Resources responded that the Authority had drawn down on the reserves over the past 2 years to deliver on large projects such as the new office building and the Pay & Benefits Review, this had been built up following underspends in the years leading up to this. With a large increase in the budget for 2024/25 which will allow the Authority to deliver on the strategy, it was felt not necessary to further add to the reserves and we will move back to putting money into this from 2025/26 to build it back up again for any future projects.

The Director further assured Members that these are not contingency reserves, and that the Authority is backed by the Pension Fund which meet all costs including what would be calls on a contingency reserve.

**RESOLVED: Members approved the 2024/25 budget for the Authority, a total of £8,271,400.**

10 MEDIUM TERM FINANCIAL STRATEGY 2024/25 TO 2026/27

The Head of Finance presented the Authority’s Medium Term Financial Strategy 2024/25 to 2026/27 for consideration and approval.

The key points to note were:

- In 2022/23 investment costs returned to similar levels seen in 2020/21, this is positive and shows the assets are performing well. The Authority utilise a lot of expensive investment assets as part of the Investment Strategy which is why we are at the top end of expenses for investments.
- CEM Benchmarking work showed that the cost of our asset mix is below the benchmark, therefore despite costs looking high when taking into account the alternatives we are using, the cost is relatively low in comparison to other funds.
- For the operational budget most of the changes were accounting for the 4% inflation in 2024/25. Moving forward we expect inflation to move to 2%, however this is very volatile and one of the challenges the Authority face when setting the medium-term financial strategy.
- Investment Management expenses are expected to increase due to cost changes at BCPP and we expect that this year we will see an increase in investment management costs.

Members questioned whether the political issues in the Middle East would affect any of the investments the Authority currently hold.

The Director responded that any forecast has a range of uncertainties and are always based on assumptions, therefore it is important to look at how the risk is managed, the Authority's investment strategy is designed to expect less volatility than the average and this is how we manage that risk. Political uncertainty will affect the value of our assets, however the aim of the strategy is to ensure that when we are hit by something like this, it has less of an impact than the average.

Members further probed around whether fund managers will conduct modelling around these worst-case scenarios where political uncertainty is involved and additionally are they modelling other scenarios such as a rapid transition in terms of climate.

The Director responded that fund managers do conduct climate scenario modelling as part of reporting under the TCFD Regime. With regards to political events this is less likely and instead fund managers look at how the political event will affect the stocks we hold and reposition the portfolio to take this into account.

Members raised that the Investment Strategy is very reliant on alternatives and questioned whether this is likely to remain the same in the foreseeable future and if there would be years like 2021/22 in terms of investment costs where we would be considerably away from the median of other LGPS.

The Director responded that the strategy would continue to be reliant on alternatives now and in the future and that it can be difficult to compare costs due to not all funds reporting as they should causing the comparison to be skewed. Work is being done to improve this on a national level and this will allow us to see improvements on the comparison and it has also been suggested that performance fees would be separated from base fees when reporting which would further contribute to this improvement.

Overall, the Authority is paying less than the benchmark to implement our strategy, but we will not become complacent and will continue to evaluate cost.



Members sought assurance on the Pension Fund Forecast Graph which showed an increase year on year, highlighting this was nice to see but do we think this is a realistic forecast.

The Director responded that the forecast is based on the fund growing in line with the actuarial long-term assumptions. This assumes that we will make returns in line with what the actuary tells us we need to make, and in the long term historically we have achieved this however this can swing on a year-by-year basis. At present we are likely to end the year close to £10.7billion which is reasonably close, dependent on how the year finishes over the next six weeks.

The Head of Finance followed up that the Actuary assumes 4.5% and over the last 30 years we have achieved close to 9% so despite this not being year on year, overall we did outperform this significantly so we could be more optimistic with the figures but have gone with the actuarial percentages.

**RESOLVED: Members approved the Medium-Term Financial Strategy 2024/25 to 2026/27.**

11 TREASURY MANAGEMENT STRATEGY 2024/25

The Head of Finance presented the Treasury Management Strategy for 2024/25. The key points to note were:

- There have been no major changes to the strategy, other than a few clarifications around the Money Market Funds and Section 114 notices to allow us to show that we are minimising counterparty risk.
- Tables in Appendix A confirm the Authority's investments as at 31/12/2023, however the local authorities have now matured meaning we now have no exposure to Section 114 notices for the Treasury Management Strategy.

**RESOLVED: Members approved**

- a. The 2024/25 Treasury Management and Annual Investment Strategy and the treasury and prudential indicators set out in the report.**
- b. The Treasury Management Policy Statement attached at Appendix B.**
- c. The Treasury Management Practices attached at Appendix C.**
- d. The Minimum Revenue Provision statement as set out in this report.**

12 PAY POLICY STATEMENT 2024

The Assistant Director – Resources presented the Pay Policy Statement 2024 for approval. The Authority are required to produce this annually, and the statement reflects the Pay Award for 2023/24 and the impact of the outcomes from the Pay and Benefits Review which was approved last October.

This has had a positive impact on the metric showing the ratio of the highest paid role in the organisation to the lowest paid role which has reduced from 6.1 times to 5.6 times which remains well below the Hutton reviews finding that the highest paid shouldn't be no more than 20 times the lowest paid.

The pay grading included in the statement will require updating for any pay award agreed for 2024/25. This is published on the website so is viewable to the public.

Members probed around the Hybrid Working Policy and if there are any penalties for staff members who are unable to attend the office 2 days per week, due to how this may affect performance.

The Assistant Director – Resources responded that full time staff are required to attend the office 2 days per week and part time staff 1 day per week.

There are on occasion times when individuals are unable to attend the office such as for a medical issue, however they can still perform by working from home and deliver using the technology available.

This is always temporary, and their line manager and HR will work with the individual to ensure a return to the office. As an organisation we place importance on office attendance alongside the flexibility of being able to work from home.

**RESOLVED: Members approved the revised Pay Policy Statement at Appendix A.**

13 GOVERNANCE UPDATE

The Assistant Director – Resources provided members with an update on current governance related activity and regulatory matters.

The key points to note were:

- The new Pensions Regulators General Code of Practice has been published which is expected to come into force on 27<sup>th</sup> March. Officers are currently working through the content of this and making use of training materials and webinars to support with planning to ensure we can demonstrate compliance with the code.
- An Independent Governance Review will be undertaken by AoN following a procurement process. The report provides the scope of the work to be undertaken and the final report will be presented to the Board in June. One of the aspects of work being discussed with AoN is the potential for the scope of this review to include some detailed work on assessing our position against the new General Code using a tool that they have developed for this purpose and the Authority will update the Board on this as we progress.

**RESOLVED: Members noted the updates included in the report and welcomed the action being taken to undertake an independent Governance Review.**

14 INDEPENDENT ADVISER APPOINTMENTS

The Director updated members with regard to the arrangements for the independent investment advice and independent advice to the Local Pension Board.

The Director requested an amendment is made the Ms Scott's contract so that it ends on 30<sup>th</sup> April instead of 29<sup>th</sup> February as stated in the report before approval.

**RESOLVED: Members**

- a. **Noted the changed circumstances of two of the Authority's independent advisers resulting in a need to make further appointments.**

- b. Agreed to the ending of Ms Devitt's contract on 31<sup>st</sup> March 2024.
- c. Agreed to the extension of Mr Castledine's current contract to 30<sup>th</sup> September 2026.
- d. Approved the arrangements at paragraph 5.7 to be made for the appointment of a further Independent Investment Adviser with an initial contract term ending in 2027.
- e. Approved the ending of Ms Scott's contract on 30<sup>th</sup> April 2024.
- f. Approved the arrangements at paragraph 5.10 for the appointment of a replacement adviser to the Local Pension Board for an initial term of three years.

15 DEBT WRITE OFFS

The Head of Finance presented the report to request the Authority's approval to write off irrecoverable debts relating to the Pension Fund's commercial property portfolio and pension member overpayments.

**RESOLVED: Members approved the writing off of debts amounting to £264,095.08 excluding VAT.**

16 BORDER TO COAST STRATEGIC PLAN

The Director presented the Border to Coast Strategic Plan to secure approval for the casting of the Authority's shareholder vote in favour of the Border to Coast Strategic Plan and Budget.

**RESOLVED: Members**

- a. **Noted the contents of the Border to Coast Strategic Plan and Budget set out in the attached appendices.**
- b. **Approved the casting of the Authority's shareholder vote in favour of the Border to Coast Strategic Plan and Budget.**

17 FINANCE SERVICE RESOURCING

The Assistant Director – Resources presented the report to secure Members' approval for proposals to strengthen resourcing in the Finance Service.

**RESOLVED: Members approved the addition of 1 FTE Senior Finance Business Partner and the other team structure changes outlined in paragraph 5.9 of this report and shown on Appendix A.**

18 SENIOR MANAGEMENT REMUNERATION AND SUCCESSION PLANNING

The Director presented a confidential report making proposals in relation to senior management remuneration following consultation on the Pay and Benefits review and in relation to specific issues concerned with two senior management roles.

**RESOLVED: Members**

- a) **Approve the changes proposed to Grades L and M within the Authority pay and grading structure set out in para 5.4 with effect from 1<sup>st</sup> April 2023.**
- b) **Approve the payment of a non-consolidated additional responsibility allowance to the Assistant Director – Resources backdated to 1<sup>st</sup> April 2023 as set out in para 5.4.**
- c) **Approve the arrangements set out in the body of this report for the process to appoint a successor to the current Assistant Director – Investment Strategy.**
- d) **Approve the advertising of the role at a salary of between £106,136 and £116,693 reflecting a market supplement of 20% on the substantive grade for the role.**
- e) **Authorise the Director to update the 2024/25 Pay Policy Statement to reflect these changes.**

CHAIR

# Item 30

## MAYORAL COMBINED AUTHORITY BOARD

### MINUTES OF THE MEETING HELD ON:

TUESDAY, 9 JANUARY 2024 AT 1.00 PM

SOUTH YORKSHIRE MAYORAL COMBINED AUTHORITY, 11  
BROAD STREET WEST, SHEFFIELD S1 2BQ



### Present:

Mayor Oliver Coppard (Chair)

Councillor Sir Steve Houghton CBE

Councillor Tom Hunt

Mayor Ros Jones CBE

Councillor Chris Read

South Yorkshire Mayoral Combined  
Authority

Barnsley MBC

Sheffield City Council

City of Doncaster Council

Rotherham MBC

### In Attendance:

Steve Davenport

Gareth Sutton

Director of Law and Governance

Executive Director of Resources  
& Investment

SYMCA Executive Team

SYMCA Executive Team

Pat Beijer

Executive Director of Transport  
(Acting)

SYMCA Executive Team

Tom Bousfield

Corporate Director Growth,  
Business & Skills

SYMCA Executive Team

Jenny Holmes

Director of Corporate Delivery

SYMCA Executive Team

Clare Monaghan

Executive Director of Policy and  
Strategic Development

SYMCA Executive Team

Damian Allen

Chief Executive, City of  
Doncaster Council

City of Doncaster Council

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

Colin Blackburn

Assistant Director - Housing,  
Infrastructure and Planning

SYMCA Executive Team

Sarah Pugh (Minute Taker)

### Apologies:

Martin Swales

SYMCA Executive Team

186

**Welcome and Apologies**

The Chair welcomed attendees to the meeting and apologies were noted as above.

187 **Announcements**

The Mayor wished members a happy new year, and noted that he was looking forward to a year of significant change for South Yorkshire, including working to re-open Doncaster Sheffield Airport, building greater investment in the region's economy, and fixing the region's public transport system.

188 **Urgent Items**

None.

189 **Items to be Considered in the Absence of Public and Press**

None.

190 **Declarations of Interest by individual Members in relation to any item of business on the agenda**

Those Members with membership of the Local Government Pension Scheme declared an interest in item no. 12, noting the dispensation granted in accordance with the Constitution.

191 **Reports from and questions by members**

None.

192 **Receipt of Petitions**

None.

193 **Public Questions**

J Carpenter presented the following questions:

*"Bus services in South Yorkshire continue to deteriorate. Reliability is appalling - it is no joke waiting for buses that don't materialise on cold wet winter days. As a member of Better Buses for South Yorkshire I voice our concern at the delayed progress of the franchising process. Please will you disclose the timetable for the stages involved?"*

*Also, as transport was one of the main themes of the SY Citizens' Assembly, please can you say when its findings will be published, or do we have to wait till after the prospective Youth Assembly reports?"*

The Mayor responded that he agreed with the concerns raised, and stated his commitment to fixing public transport in South Yorkshire.

He noted that the MCA funds many services, and tries to keep fares discounted for passengers, but that's since the pandemic, the cost to South Yorkshire for declining commercial networks has risen from £7m to £21m. He added that South Yorkshire had missed out on Government funding by around £30 per

head relative to Greater Manchester, the West Midlands, or West Yorkshire.

He stated that the law places limits on the steps which must be followed before a franchised bus system can be agreed, and that it was not possible to predict a timeline due to possible challenges which may arise through both audit and public consultation.

Finally, he stated that the Citizens' Assembly had concluded in December 2023, and that he hoped that the final report would be published in the next few weeks.

194 **Minutes of the meeting held on 14th November 2023**

**RESOLVED** that the minutes of the meeting held on 14<sup>th</sup> November 2023 be agreed as a true and accurate record.

195 **Assurance Framework Review**

An update was presented on the Review of the Assurance Framework, which noted that:

- Systemic changes made to the Framework in the current year had had a positive impact on the development of schemes,
- Any further feedback on the Framework for 2024/25 was welcomed from all Local Authorities.

**RESOLVED:** to note the update.

196 **Supertram Business Plan 2024/5**

The Supertram Business Plan 2024/5 was presented for approval.

The report noted that:

- The proposed 2024/24 Transport Levy budget was accounted for in the Business Plan,
- The Tram operating organisation would be governed by the MCA, and led by a Board made up of both MCA and operating body representatives.

Cllr Hunt welcomed the item and stressed the importance of the tram as a method of public transport for many communities in South Yorkshire.

Mayor Jones noted that a programme of tram asset renewal would be required, and that Government expects this to be funded through City Region Sustainable Transport Settlement (CRSTS) monies. She noted that South Yorkshire had received comparatively less transport funding than other regions, and called for greater fairness in funding allocations across regions.

Mayor Jones also noted misinformation which had been circulated on the 'CRSTS 2' allocation, and stated that the indicative £1.45bn had not yet been allocated. She again called on the government to provide specific funding for tram renewal, to free up monies for funding bus services.

Cllr Houghton stressed that bus services are the priority for residents in Barnsley. He agreed with the maintaining the tram system due to its importance to many residents and also possible expansion in the future, but emphasised that he would like to see greater investment in to the bus network in order to meet the needs of all residents in South Yorkshire.

The Mayor noted that the MCA has always owned the tram network, but that he looked forward to it now being run in the public interest, and not commercial interests. He stated his commitment to working with Government to ensure that the tram is invested in, and forms part of a fully integrated network. He reiterated that buses are his greatest priority for South Yorkshire.

**RESOLVED:** that the Board:

1. Endorses the South Yorkshire Supertram Business Plan, which is attached as Appendix A
2. Notes that the South Yorkshire Supertram Business Plan has informed the MCA's 2024/25 budget allocation to subsidise the first year of SYFTL's operation.
3. Notes that the Business Plan will be reviewed annually by the SYFTL Board in line with the MCA's budget planning cycle and will be approved by the MCA Board.

#### 197 **Institutional Investment South Yorkshire Pension Authority**

A report on Institutional Investment by the South Yorkshire Pension Authority was presented for approval by Mayor Jones.

The report set out a proposal to enter into a Memorandum of Understanding with the South Yorkshire Pension Authority, which would help to deepen relationships with investors and ensure that investors can play an active role in the economic growth in the region.

**RESOLVED:** that the Board:

1. Note the progress made in the SYMCA's work to attract further investment into South Yorkshire ; and,
2. Agree the proposal to enter into a Memorandum of Understanding with the South Yorkshire Pension Authority.

#### 198 **Homes England Strategic Place Partnership**

A report on a Homes England Strategic Place Partnership was presented for approval by Mayor Jones. She noted that such a partnership would allow the MCA to influence more investment decisions earlier on in the process, and that other regions such as Greater Manchester and West Yorkshire had pursued similar partnerships with success.

Cllr Hunt noted that the existing partnership between Sheffield City Council and Homes England had supported the building of many new homes in Sheffield, and welcomed the proposal as an opportunity to build more housing in the region.

**RESOLVED:** that the Board:



1. Give in principle agreement to enter into a Strategic Place Partnership with Homes England.
2. Delegate authority to the Head of Paid Service, Section 73 and Monitoring Officer in consultation with the Mayor and Leaders to enter into a Memorandum of Understanding with Homes England to establish a Strategic Place Partnership

## 199 **Budget and Business Plan Development 2024/25**

A report on Budget and Business Plan Development 2024/25 was presented.

Members noted that an increase to the transport levy was being proposed, to address inflationary pressures which will lead to further pressure on the bus system.

The Executive Director Resources & Investment noted that agreement had been reached with the South Yorkshire Directors of Finance on the distribution of the levy using verified population data statistics whilst discussions were ongoing with the Office for National Statistics on the latest data releases.

The Mayor noted that the Mayor of South Yorkshire has the ability to raise a Mayoral Precept, a charge on households, but that this does not extend to funding public transport, and one had not been raised for the next financial year.

**RESOLVED:** that the Board:

1. Approve a 2% increase on the transport levy;
2. Approve the maintenance of local authority subscriptions at current levels;
3. Note the proposal to not set a Mayoral Precept for the coming year; and,
4. Approve the acceptance of £7.80m in BSIP+ Phase 2 funding.

## 200 **Programme Approvals**

A Programme Approvals Report was presented.

Members welcomed proposals and highlighted the ZEBRA 2 submission in particular as being critical to securing more buses in South Yorkshire.

**RESOLVED:** that the Board:

1. Approve a SYMCA led project change request for “Zero Emission Buses” and commitment of a further £0.28m to be funded from the CRSTS ZEBRA allocation, as detailed in 1.3
2. Approve a Barnsley Metropolitan Borough Council led project change request for “Market Gate Bridge” and commitment of a further £1m to be funded from recycled Local Growth Fund, as detailed in 1.4
3. Note the update on the ZEBRA 2 submission to the Department for Transport (DfT) and requests approval to accept any resulting grant.
4. Note the update on Project O0214 detailed in Appendix B and request acceptance of grant award.
5. Accept £3.99m of additional highways capital maintenance funding from DfT and onward award.

6. Accept £0.33m of Traffic Signal Obsolescence grant funding from DfT and onward award.
7. Progress “Bike Works Active Travel Hub” from Outline Business Case to Full Business Case and in principle approval to award £0.95m to Barnsley Metropolitan Borough Council subject to the conditions set out in the Assurance Summary
8. Delegate authority to the Head of Paid Service in consultation with the Section 73 and Monitoring Officer to enter into legal agreements for the schemes above

201 **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 January be noted.

I, the undersigned, confirm that this is a true and accurate record of the meeting.

Signed .....

Name .....

Position .....

Date .....

# Item 31

## MAYORAL COMBINED AUTHORITY BOARD

### MINUTES OF THE MEETING HELD ON:

TUESDAY, 13 FEBRUARY 2024 AT 9.00 AM

SOUTH YORKSHIRE MAYORAL COMBINED AUTHORITY, 11  
BROAD STREET WEST, SHEFFIELD S1 2BQ



### Present:

Mayor Oliver Coppard (Chair)

Councillor Sir Steve Houghton CBE

Councillor Tom Hunt

Mayor Ros Jones CBE

South Yorkshire Mayoral Combined  
Authority

Barnsley MBC

Sheffield City Council

City of Doncaster Council

### 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

Clare Monaghan

Executive Director of Policy and  
Strategic Development

SYMCA Executive Team

Damian Allen

Chief Executive, City of  
Doncaster Council

City of Doncaster Council

Kate Martin

Executive Director, City Futures  
Portfolio

Sheffield City Council

Fliss Miller

Director of Skills

SYMCA Executive Team

Joseph Quinn

Director of Growth & Sector  
Development

SYMCA Executive Team

### Apologies:

Councillor Chris Read

Kate Josephs

Sharon Kemp

Sarah Norman

Rotherham MBC

Sheffield City Council

Rotherham MBC

Barnsley MBC

202 **Welcome and Apologies**

The Chair welcomed attendees to the meeting and apologies were noted as above.

203 **Announcements**

The Mayor noted the Home Office's consultation on the transfer of Police and Crime Commission functions to the Mayor of South Yorkshire had ended in January, and that a Transfer Order had been laid before Parliament, and would now be subject to debate in the House of Commons and the House of Lords before a final decision is made by March 2024.

This would mean a Mayoral election would take place on 2<sup>nd</sup> May 2024 and the successful elected candidate would become Mayor of South Yorkshire with Police and Crime Commissioner powers.

He added that the March meeting of the MCA Board would consider the bus franchising assessment process, and in March the Supertram would transfer back into public control.

Finally, the Mayor noted that the present meeting would focus on the Outline Business case for re-opening Doncaster Sheffield Airport.

204 **Urgent Items**

None.

205 **Items to be Considered in the Absence of Public and Press**

None.

206 **Declarations of Interest by individual Members in relation to any item of business on the agenda**

None.

207 **Reports from and questions by members**

None.

208 **Receipt of Petitions**

None.

209 **Public Questions**

N Slack presented the following question:

*"Will the SYMCA work with the local Councils to bring forward a funding plan for the Local List project that will help deal with the backlog of cases awaiting attention and provide a sustainable package for the foreseeable future?"*

The Mayor responded that he was proud of the heritage work taking place across South Yorkshire, and that the MCA was supporting heritage through the Place Plans of each Local Authority. He added that SYMCA's Feasibility Fund was also helping to bring forward scheme development across the region.

As part of the MCA's reviewed governance, culture leads from each Local Authority were meeting regularly alongside representatives from Historic England and the National Lottery Heritage Fund.

A Local Visitor Economic Partnership had been formed, and a Destination Management Plan would set out the strategic importance of heritage to South Yorkshire's visitor economy.

Finally, a new one-year pilot of a Local Listing system would soon be hosted by the South Yorkshire Archaeology Service, which would identify significant local heritage assets and allow additional protections from demolition to be invoked.

Cllr Hunt added to the response, noting that culture and heritage is about much more than just listed sites, and should also include natural and cultural assets across South Yorkshire.

R Morris presented the following question:

*"Can the Mayor confirm that officers are preparing a report to be presented to March 12th Board meeting on the outcomes of its business case?"* he also expressed concern about cuts to bus services in South Yorkshire.

The Mayor responded that notice had now been given that the MCA intended to consider the outcome of the bus franchising assessment at its Board meeting on the 12<sup>th</sup> March.

He stressed that the MCA had undertaken this work diligently, and that this had been necessary to avoid any risk of judicial review of outcomes.

**RESOLVED:** To note the responses.

210 **Minutes of the meeting held on 9th January**

**RESOLVED** that the minutes of the meeting held on 9<sup>th</sup> January 2024 be agreed as a true and accurate record.

211 **Devolution Update**

An update report on Devolution was presented. It noted representations which had been made to Government regarding the MCA's intention to proceed to a "Level 4" Devolution deal. It also noted that the MCA Board had now written to the Secretary of State, and that MCA Officers were engaged in discussions with the Department for Levelling Up, Housing, and Communities, and expected to hear back before the pre-election period.

It was noted that Government was now moving to a more standardised offer for the remaining MCAs following the Greater Manchester and West Midlands Trailblazers.

Members welcomed the update but expressed disappointment at the lack of a consistent approach on business rate retention or a single-pot settlement in the current offer. The Mayor stressed that disparities in devolution offers would only continue inequity between regions.

**RESOLVED:** that the Board:

1. Note the publication of the Level 4 Framework and the opportunities this presents to the South Yorkshire MCA.
2. Note that the MCA has engaged with the formal process of securing Level 4 Framework powers in line with the guidance set out by the Government on the 23<sup>rd</sup> November 2023.

## 212 **Investment Zone Update**

A progress report on the Investment Zone was presented for approval. The report sought approval to a range of governance arrangements and interventions around the Investment Zone.

It was noted that South Yorkshire was announced as the first Investment Zone in July 2023, and that the funding available to the region had since been doubled to £160m over 10 years.

The MCA Board had previously agreed delegated authority to Officers to submit to government proposals on vision, sector, geography and governance. It was expected that a Memorandum of Understanding would soon be submitted to the Board for approval. Members welcomed this progress.

It was noted that the Investment Zone model being followed was not the original low taxation, low regulation model originally announced, but one which would build on growth and the world-leading strengths in South Yorkshire.

Mayor Jones stressed that the success of Gateway East was dependent on the existence of an operational airport on the site.

**RESOLVED:** that the Board:

1. Supports the governance arrangements and the interventions outlined in Section 2 of this report.

## 213 **Adult Education Budget and Skills Programme Approvals**

A report on Adult Education Budget and Skills Programme Approvals was presented for approval.

It was noted that the MCA was seeking new ways of delivering skills funding within better performing budgets. The report proposed a three-year framework for procurement of services from the independent sector, which included:

- End of year allocations for Adult Education Budget grant-based providers,
- Allocation of the Free Courses for Jobs budget,
- Allocation of additional funding in careers and primary sectors, and in

## Skills Bootcamps.

### **RESOLVED:** that the Board:

1. Approve the new, simplified three-year framework for procuring skills provision from independent training providers;
2. Approve the end-of-year positions on the Adult Education Budget and Free Courses for Jobs (FCFJ) budget;
3. Approve the implementation of DfE's updated Adult Skills Fund rates and the proposed approach to Multiply allocations;
4. Delegate authority to the Executive Director of Resources and Investment and Corporate Director of Growth, Business and Skills to use any unallocated Multiply grant funding to award further contracts, in consultation with the Portfolio Lead for Skills; and,

Note the award of grant funding accepted under officer delegations: £0.04m from Careers and Enterprise Company for expansion of Careers Hub Primary Pilot, and £3.00m from DfE for Skills Bootcamps Wave 5.

## 214 **South Yorkshire Airport City Outline Business Case**

A report on The South Yorkshire Airport City Outline Business Case was presented by Mayor Jones for approval. She stated that negotiations were ongoing in good faith with the landowners of the airport, and Doncaster Council was hopeful that a deal would be agreed.

It was noted that the next stage of procurement had been entered into, with the aim of appointing an operator for the airport in the Spring.

The anticipated benefits of re-opening the airport were estimated to be adding approximately £1bn to the local economy, 5,000 direct jobs created, and 6,000 indirect jobs created, as well as catalytic job creation in the aviation industry.

Doncaster MPs had been updated on progress and were fully supportive.

Cllr Hunt welcomed the report and its emphasis on the potential for creating a sustainable airport hub in South Yorkshire.

The Mayor noted that the MCA and Doncaster Council were working to ensure the best value for money for the taxpayer, and would continue to call on the Government to provide greater funding support to re-open the airport.

### **RESOLVED:** that the Board:

1. Approve the progression of the South Yorkshire Airport City project to Full Business Case
2. Agree to an update report being brought to the MCA Board in March 2024.

## 215 **Programme Approvals**

A Programme Approvals Report was presented, which sought approval of progression of a proposal for a podcast festival in South Yorkshire and a number of Transport Innovation schemes.

**RESOLVED:** that the Board approve:

1. Progression of “Crossed Wires Podcast Festival” from FBC to full approval and award of £0.30m convertible loan to Crossed Wires Ltd subject to the conditions set out in Assurance Summary B.
2. Delegate authority to the Head of Paid Service in consultation with Mayor Coppard - in his position as the Portfolio Lead for Transport - for progression of the “Transport Innovation Fund pilot schemes” as detailed in 1.5
3. Delegate authority to the Head of Paid Service in consultation with the Section 73 and Monitoring Officer to enter into legal agreements for the schemes above.

216 **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 February be noted.

I, the undersigned, confirm that this is a true and accurate record of the meeting.

Signed .....

Name .....

Position .....

Date .....





## SOUTH YORKSHIRE POLICE AND CRIME PANEL

5 FEBRUARY 2024

PRESENT: Councillor N Wright (Barnsley MBC) (Chair)

Councillor B Miskell (Sheffield City Council) (Vice-Chair)

Councillors: R Davison (Sheffield City Council), R Haleem (Rotherham MBC), S Hunt (Barnsley MBC), K Osborne (Substitute Member for Barnsley MBC), H Nottage (Sheffield City 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)

In attendance remotely: Dr A Billings (South Yorkshire Police and Crime Commissioner)

S Abbott, M Buttery, S Parkin and F Topliss  
(Office of the South Yorkshire Police and Crime Commissioner)

S Ghuman and A Shirt  
(Barnsley MBC)

Apologies for absence were received from  
Councillor J Church (City of Doncaster Council), Councillor T Baum-Dixon (Rotherham MBC), Councillor E Muddiman-Rawlins (City of Doncaster Council) and Councillor S Saeed (Sheffield City Council)

1. WELCOME

The Chair welcomed everyone to the meeting.

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

None.

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 11 DECEMBER 2023

RESOLVED – That the minutes of the Police and Crime Panel meeting held on 11 December 2023 be agreed and signed by the Chair as a correct record.

9. CHANGE OF POLICE AND CRIME PANEL MEMBERSHIP

A report of the Panel's Support Officer was presented to highlight that the City of Doncaster Council have appointed Councillor James Church to replace Councillor Cynthia Ransome as its representative on the Panel with effect from 18 December 2023, 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 Ransome's membership of the Panel ceased on 18 December 2023.
- ii) Noted the appointment of Councillor Church to the Panel by the City of Doncaster Council with effect from 18 December 2023.
- iii) Agreed to appoint Councillor Church to the Panel's Budget Working Group.

10. PROPOSED COUNCIL TAX PRECEPT AND REVENUE BUDGET FOR 2024/25

A report of the Chief Finance Officer, OPCC was submitted to notify the Panel of the PCC's proposal for the policing element of the Council Tax precept for 2024/25.

Dr Billings provided the Panel with an introduction to the report and explained that when he was first elected in 2014, the Force were not in a good place. From 2016, the Force had been transformed and had improved its performance. The latest HMICFRS inspection of the Force reported that of nine areas of delivery, the Force were 'Outstanding' in three of these areas, 'Good' in five and 'Adequate' in one.

The Panel were informed that the proposed budget and precept would allow the Force to maintain its share of the police officer numbers recruited through the national 20,000 officer uplift programme.

South Yorkshire continued to have legacy costs, some of which would need to be funded locally. Dr Billings expressed his disappointment, that on 30 January 2024 he had received a letter from the Minister of State for Crime, Policing and Fire, confirming that the departmental Home Office Special Grant allocation had been reduced from 2024/25. The additional reductions amounted to £6.6m throughout the Medium Term Resource Strategy (MTRS) period. Further information on the changes to the Special Grant allocation had been circulated to the Panel via an additional information report.

Although the 2024/25 budget was in balance, over the MTRS period, even with the maximum precept increase, there would need to be a continuing need for annual savings of around £17m, which would arise further towards the end of the MTRS period. Some use of reserves would be required to balance the budget. The Force had commenced its priority based budgeting process to identify and implement the savings required.

In conclusion, Dr Billings said that it was very difficult this year, not to set the precept at the maximum amount that the government is allowing, which was £13 on a Band D property. He was very aware of the financial impact this would have on the residents of South Yorkshire and their ability to pay, due to a large number of residents struggling financially. A public consultation exercise had been carried out with the public of South Yorkshire in relation to raising the Council Tax precept for 2024/25. Overwhelmingly, the results showed that 44% of respondents (1,727) said that they would be willing to pay up to £15 more per year. Further details were provided in Appendix C to the report.

S Abbott referred the Panel to the proposal in the report at paragraph 2 (a). The PCC recommended that the Panel support a proposed annual increase in the policing element of Council Tax (the precept) for 2024/25 of £13 for a Band D property, which was an increase of 5.46%. In South Yorkshire 74% of properties are in Bands A or B (57% and 17% respectively). 33% of Band A households, and 16% of Band B households claim a reduction in council tax through council tax reduction schemes.

The following key points were highlighted:

- The Home Office funding settlement continued to be for one year only, which did cause some difficulty in terms of longer-term financial planning.
- The 2024/25 Home Office provisional settlement had increased funding for policing by £843m when compared with the 2023/24 settlement.
- The core grant for South Yorkshire amounted to £261.5m, with the expectation being that a further £93.6m would be raised through council tax. The total funding available was a 6.0% average increase nationally, with South Yorkshire being allocated an increase of 6.1% based on the funding formula.
- The settlement gave PCCs the flexibility to increase the policing element of the precept locally by £13 on a Band D property for 2024/25. All government calculations had assumed that this increase would be levied in order to

maintain police officer numbers through the police officer uplift programme. South Yorkshire's police officer uplift target was 3,049, which must be maintained.

- £515m of funding had been granted to support forces with the costs of the police officer pay award. South Yorkshire had been allocated an additional £4.7m in 2024/25.
- The Home Office Special Grant allocation had been reduced by £16m overall.
- The proposed budget amounted to £344m, however this would change in light of changes announced by the Home Office in relation to the Special Grant allocation.

The Panel noted that the increase in Council Tax precept of £13.00 on a Band D property, was levied to support:

- The development of the operating model, with specific investment in the areas of economic crime, digital crime, vulnerability and neighbourhood crime.
- Investment in IT infrastructure and core IT systems.
- Developing the technology enabled team, procurement and vetting teams.
- The continuance of the savings programme.

The report set out a number of key risks and uncertainties, which were noted by Members.

R Hindley asked if the level of reserves would fall below the prudential level for 2024/25.

In response, S Abbott explained that the prudential reserves level was not forecast to fall below 5% until 2028/29. The reserves position would need to be recast following the reduction of the Home Office Special Grant funding.

Councillor Nottage asked if the OPCC was aware of any external situation which would enable the Force to build up their reserves in the medium term.

S Abbott replied that she could not foresee any additional government grants being announced unless economic circumstances changed.

Councillor Nottage asked if any capital funding was set aside in the event of an unexpected capital repair being required.

S Abbott replied that she was not aware of any unexpected capital repair works which were likely to come forward in the medium term. There was currently no capital reserve set aside. It was noted that the Reserves Strategy would be reviewed prior to the PCC's final approval of the budget at the end of February.

J Griffin asked if there had been any specific reason or modelling provided by the Home Office in relation to the announced reduction in Special Grant funding.

M Buttery replied that a meeting would be held on 9 February 2024 with Home Office officials to understand the background for the reduction in Special Grant funding and if this position could change in the future.

Councillor Hunt asked if there was an end date when all legacy costs would be finalised.

S Abbott replied that, based on current legal advice, it was anticipated that legacy costs may be concluded by 2028/29, but this was very much dependent on the progress made on all of the cases.

Councillor Wright referred the Panel to the recommendations in the report at paragraphs 2a and 2b. A recorded vote was taken and recorded as follows:-

For accepting the proposed increase in the policing element of the Council Tax precept for 2024/25 (10) Councillors Wright, Miskell, Hunt, Osborne, Haleem, Davison, Nottage, Mr Carratt, Miss Griffin and Mr Hindley.

Against the proposal (0). Abstained (0).

The proposal was approved.

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

- i) Voted unanimously to accept the proposed annual increase in the policing element of the Council Tax (the precept) for 2024/25 of £13 for a Band D property, which would be an increase of 5.46%.
- ii) Noted that most properties in South Yorkshire are in Bands A (57%) and B (17%) and C (12%) where the increase would be A 17p per week B 19p per week, and C 22p per week.

11. POLICE AND CRIME COMMISSIONER'S UPDATE (INCLUDING DECISIONS MADE SINCE THE LAST MEETING)

M Buttery presented the PCC's Update report to the Panel. The report provided Members with an update on key PCC activities and decisions, and key OPCC activities against the OPCC's Delivery Plan.

The Executive Summary of the report provided Members with an overview of highlights of activity undertaken since the last Panel meeting held on 11 December 2023.

W Carratt asked if further information could be provided on the review of current data sharing arrangements in the Criminal Justice System.

In response, M Buttery explained that local Guidance on data sharing for criminal justice partners, alongside a Memorandum of Understanding (MoU) had now been developed. It was agreed that Panel Members would be provided with a copy of the Guidance on data sharing and MoU.

W Carratt noted that the PCC had responded to a further consultation on the Mandatory Reporting of Child Sexual Abuse. He asked if further details could be provided on the PCC's response.

M Buttery replied that she would review the PCC's consultation response to ascertain if it would be appropriate to share with Panel Members.

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 that 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.
- iii) Noted that Panel Members would be provided with a copy of the Guidance on data sharing and Memorandum of Understanding for criminal justice partners.
- iv) Noted that M Buttery had agreed to review the PCC's consultation response on the Mandatory Reporting of Child Sexual Abuse and ascertain if it would be appropriate to share with Panel Members.

12. UPDATE ON THE TRANSFER OF PCC FUNCTIONS TO THE SOUTH YORKSHIRE MAYOR

M Buttery provided Members with a verbal update on the latest position regarding the transfer of PCC functions to the South Yorkshire Mayor.

The following key points were noted:-

- The required Statutory Instrument (Transfer Order) had been delayed due to the government launching a public consultation exercise in South Yorkshire and West Midlands on 20 December 2023 regarding the transfer of PCC functions to the Mayor. The closing date for comments was 31 January 2024.
- Following the launch of the public consultation exercise, all work on South Yorkshire's Transition Programme had been paused.
- A meeting of the Programme Board had been held on 15 January 2024 where each of the workstream leads had been asked to assess the impact of the delay caused by the public consultation on each of the workstreams.
- One workstream (Force IT system) which was scheduled to be implemented, had now been paused, which had incurred financial costs.
- Discussions had also taken place regarding the year end accounts and the financial year end moving to the end of May. If the transfer did not go ahead, then the financial year end would go back to 31 March.
- The TUPE staff transfer timetable was also discussed and Programme Board leads had raised that the timetable was very tight and there were risks associated.
- If the Transfer Order was not laid before Parliament by Wednesday 7 February 2024, it was unlikely that it would be laid before the Parliamentary Recess commenced from 8 February 2024.
- If the PCC transfer did not go ahead, then the PCC election for May 2024 would not be cancelled. The Mayoral election that was due for 2026 would not be brought forward to 2024.

W Carratt wished to place on record that it was not acceptable to leave officers and the public with three days' worth of notice about whether or not a major democratic structural reform would go ahead. He felt that it would be incumbent on Members to ask questions at the next Panel meeting if a planned election could not take place.

RESOLVED - That Members of the Police and Crime Panel noted the verbal update.

13. COMPLAINTS UPDATE (JULY TO DECEMBER 2023)

A report of the Panel's Legal Advisor and Panel's Support Officer was submitted to notify the Panel that, between 1 July 2023 to 31 December 2023 there had been one formal complaint received against the South Yorkshire Police and Crime Commissioner, where the complainant had made an allegation about the Commissioner's conduct.

Following a thorough review by the Panel's Legal Adviser and Panel's Support Officer, the complaint was closed, without any further action being taken, other than a letter of explanation to the complainant stating that there was no evidence provided by them to support the allegation.

RESOLVED - That Members of the Police and Crime Panel noted the update.

14. POLICE AND CRIME PANEL MEETING DATES 2024/25

A report was submitted to set out a schedule of suggested meeting dates for the Police and Crime Panel in 2024/5.

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

i) Considered and approved the 2024/25 meeting dates set out below:-

- Monday 29 April 2024 – (Already Set)
- Monday 10 June 2024 – Annual Meeting
- Monday 15 July 2024
- Monday 23 September 2024
- Monday 9 December 2024
- Monday 3 February 2025
- Monday 28 April 2025

All Meetings will take place at 1:00 pm with a pre-meeting for Members at 12:30 pm and be held in Barnsley Town Hall, unless stated otherwise.

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

15. LEARNING AND DEVELOPMENT UPDATE

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

Suggestions for any other learning and development opportunities Members may have to support the Panel's learning and development were welcomed.

A summary of events which had taken place since the last meeting together with details of proposed future events were set out within the report for Members' information.

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

- i) Noted the update.
- ii) Agreed to provide suggestions for future learning and development.

16. WORK PROGRAMME / PAB DATES

Members considered the 2024/25 Work Programme and were reminded that they could nominate topics for the Work Programme that fall within 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 meetings of the Commissioner's Public Accountability Board (PAB) to increase their operational knowledge.

S Abbott informed Members that the Consolidated Financial Outturn Report 2023/24 scheduled to be presented at the Panel meeting on 10 June 2024, may need to be re-scheduled to a future meeting. It was noted that the Panel's Support Officer would be informed of any changes to the timing of the report.

RESOLVED – That Members of the Police and Crime Panel noted the contents of the 2024/25 Work Programme.

17. DATE AND TIME OF THE NEXT MEETING - MONDAY 29 APRIL 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 29 April 2024, at 1:00 pm in the Council Chamber, Town Hall, Church Street, Barnsley.

CHAIR



# Item 33

## SOUTH YORKSHIRE FIRE AND RESCUE AUTHORITY

19 FEBRUARY 2024

PRESENT: Councillor C Hogarth (Chair)  
Councillor A Cherryholme (Vice-Chair)  
Councillors: M M Chaplin, J Ridler, T Smith, S Ball, K Wyatt,  
S Ayris and S Alston

CFO C Kirby, DCFO T Carlin, ACFO A Strelczenie and  
L Haigh, AM S Dunker, AM P Heffernan and P Fieldhouse  
(South Yorkshire Fire & Rescue Service)

N Copley, M Potter, D Nutall and D Thorpe (Barnsley MBC)

Dr Billings and S Abbott (in attendance virtually)

Apologies for absence were received from Councillor M Elliot,  
Councillor D Hutchinson, Councillor C Ransome and  
S Ghuman

### 1 APOLOGIES

Apologies were received from Councillors Hutchinson, Elliot and Ransome.

### 2 ANNOUNCEMENTS

The Chair noted that this meeting was the last Fire and Rescue Authority meeting that DCFO Carlin would attend before his retirement. The Chair thanked DCFO Carlin for all his hard work on behalf of the Fire and Rescue Authority and wished him a happy retirement.

### 3 URGENT ITEMS

None.

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

Item 21.

### 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 15 JANUARY 2024

RESOLVED that the minutes of the meeting held on 15 January 2024 be signed by the Chair as a true and accurate record.

10 2024-25 ANNUAL REVENUE BUDGET AND COUNCIL TAX SETTING REPORT

L Haigh presented the 2024-25 Annual Revenue Budget and Council Tax Setting Report.

The Fire and Rescue Authority (FRA) was required to approve the 2024/25 revenue budget and set the council tax and precept by the legislative deadline of 1 March each year.

This Budget took the first year of the Medium-Term Financial Plan (MTFP), 2024-27, approved in November 2023 and adjusted for the implications of the Local Government Finance Settlement and changes following further review by Finance and Senior Leadership Team (SLT).

The key points were noted as follows:

- In relation to funding, the Local Government Finance Settlement set a council tax increase limit of 2.99% but confirmed higher CPI of 6.7% so the revised funding scenario was £67.454m, an increase of £0.621m. The total core funding increased from 2023/24 is 5.3%. This included an uplift in the minimum funding guarantee from 3% to 4% of £0.759m. The total funding increased less than inflation.
- In regard to pay costs, inflation assumptions had been reduced from 5% (£2.587m) to 3% (£1.851m) in 2024/25. This was subject to annual pay negotiations for both operational and corporate staff.
- The Service had reanalysed non-pay cost inflation and this had been reduced from 6% to 3%. It was noted that the Firefighter's pensions employer contributions had increased by 8.8% which would not be entirely covered by the Government grant as presumed previously.
- Efficiencies of £2.614m had been removed from the budget which represented a 20% reduction when compared to the non-pay budget.
- Revenue investments totalling £3.053m were included, and any investments marked to be confirmed would be reviewed by SLT.

- Members were informed that to remain sustainable the FRA would ideally achieve break-even or better each year. In 2024/25 a surplus of £0.027m was forecast and the S151 Officer recommended that any deficits in the short-term were funded from reserves while efficiencies were generated.
- Total reserves were expected to reduce from £18.856m predicted in March 2024 to £18.247m by March 2025. Useable earmarked reserves (those that could be used to mitigate risks which emerge in the revenue position) were expected to reduce to £9.883m by March 2025 and £6.048m by March 2027.
- It was noted that the most significant risks to this Budget were uncertainty over future funding and pay and non-pay inflation.

Councillor Smith asked if the Service was certain that borrowing undertaken was sustainable.

L Haigh responded that within the revenue budget the Service forecasted the revenue costs of repaying loans and any associated interest. A full affordability assessment was always carried out with the Section 151 Officer.

Councillor Ayris questioned the efficiencies and investments that were marked to be confirmed.

L Haigh informed Members that these would be reviewed by the Senior Leadership Team.

Dr Billings informed the FRA that he supported the recommendations as set out in the report and that public services needed to keep using the full precept flexibility that was offered.

Councillor Alston asked if there was anything Members could support with in terms of lobbying for longer term funding settlements.

L Haigh responded that the Service continued to lobby the Government in regard to funding settlements and that support from Members was welcomed.

N Copley further confirmed that the investments as set out in the Medium-Term Financial Plan were not deemed high risk as they were not subject to market volatility. Any investments made were always in secure products with low risk and highly credit rated counterparties.

Councillor Wyatt queried what concerns that Service had regarding the reduction in reserves.

L Haigh responded that the ideal position would be to maintain reserves and break even or be in a surplus each year.

Councillor Ball asked if he could be provided with information on how accurate the Service's financial forecasting had been in the past.

L Haigh informed the Committee that since taking up post of Director of Finance and Procurement a new approach had been taken but a formal response to the forecasting queries would be provided in due course.

Councillor Hogarth referred the Authority to the recommendations in the report.

A recorded vote was taken and recorded as follows:-

For approving recommendations A, C, E, F G and H (8) Councillors Hogarth, Wyatt, Chaplin, Ridler, Cherryholme, Smith, Alston and Ayris.

Against the recommendations (0). Abstained (1) Councillor Ball.

The recommendations were approved.

RESOLVED that Members:-

- a) Approve the Authority's 2024/25 Revenue Budget at Annex A;
- b) Note the S151 Officer's Section 25 Statement (Section M) confirming the robustness of the budget;
- c) Approve the Capital Investment Strategy (Annex H) including the updated Capital Programme and new approvals as set out in Section H and Annex D of this report;
- d) Endorse the proposed approach for managing reserves as set out in Section J, noting that if deficits emerge in the short term reserves will be used to address the funding gap;
- e) Approve the Treasury Management and Investment Strategy at Section L;
- f) Approve the fees and charges schedule for 2024/25 at Annex G;
- g) Approve a Council Tax Increase of 2.99% for 2023/24 (Section B);
- h) Approve the recommended approach to financial management set out in the Executive Summary; and
- (i) Members to be provided with financial forecasting for previous years.

## 11 SERVICE PLAN 2024-25

ACFO Strelczenie presented the Service Plan 2024-25.

It was explained that the plan had been developed following consultation with staff and corporate planning events involving senior leaders to identify the Service's short and medium term priorities.

There were six priorities identified in the plan which the Service would focus on.

The priorities identified were:

- Efficiency
- Leadership
- Inclusion, diversity and culture
- Performance and productivity
- Sustainability
- Service delivery improvements

RESOLVED that Members approve the Service Plan 2024-25.

12 ASSET MANAGEMENT UPDATE - ESTATES (PRESENTATION)

P Fieldhouse took Members through a presentation regarding the latest developments in the Service's estate projects, which included updates on the refurbishment at the TDC training centre and the 2<sup>nd</sup> floor of SYFR Headquarters which was now rented by the Integrated Care Board.

It was noted that the estates teams were currently undertaking an internal review of the modular build that was planned for Elm Lane due an increase in costs.

Both ACFO Strelczenie and CFO Kirby placed on record their thanks to the estates team for their hard work especially for their consultation with neurodiverse staff on the TDC project and the collaboration work between the Service and the Integrated Care Board.

Councillor Smith commented that modular builds may become more popular due to the current shortages of tradespeople and materials.

Councillor Ball asked how much the costs of the modular build had increased by.

P Fieldhouse responded that costs had increased by approximately £2000 per square meter therefore a report regarding the Elm Lane rebuild will be presented at an upcoming FRA meeting.

RESOLVED that the update be noted.

13 FIRE REFORM WHITE PAPER

CFO Kirby presented the Fire Reform White Paper, which Members were asked to note.

The consultation paper "Reforming Our Fire and Rescue Service" was published in May 2022 which sought views on the Government's ideas for reform, building on lessons from independent inspection, national reports and the Grenfell Tower Inquiry.

Following consultation, the Government published a response in December 2023, which covered three areas - people, professionalism and governance. The Government's response was attached at appendix A.

The Government was not pursuing mandatory transfer of Fire and Rescue Authority (FRA) functions to Police and Crime Commissioners (PCCs), Mayors or single elected individuals at this stage. This had been proposed in the consultation draft. Instead, the Home Office would encourage PCCs and Mayors who want to take on fire governance functions to step forward.

A more detailed discussion on the Fire Reform White Paper would take place at the upcoming Corporate Advisory Group on 27 February.

RESOLVED that Members note the contents of the Fire Reform White Paper.

14 FINANCIAL PERFORMANCE REPORT QUARTER 3 2023/24

L Haigh presented the Financial Performance Report Quarter 3 2023/24.

At the end of Quarter 3, the Service forecasted a £1.413m surplus for 2023/24 outturn. This was a favourable variance of £2.823m compared to the revised budget deficit (£1.410m) and a favourable variance of £2.833m compared the original budget deficit (£1.420m).

There were 3 main variances causing this improved outturn:

- In Q1 the Service received £1.206m more Section 31 funding relating to Business Rates.
- The Wholetime pay forecast was under budget by £1.141m. This underspend reflects vacancies at firefighter level and this underspend was offset by an overspend in overtime of £0.8m.
- The capital financing costs were forecast to be £0.5m lower than budget in Q3 as less loans had been taken out to fund capital.

The Asset Management board were due to review all capital investments to confirm they were essential and minimise capital spend, so further capital spend reductions may be reported in Q4.

RESOLVED that Members:-

a) Note the forecast outturn surplus of £1.413m which is a reduction of £2.823m compared to revised budget (Section A);

b) Note the underlying and significant financial risks and uncertainties facing the Service and Sector during the remainder of this financial year (Section A) and into 2024/25 and beyond (Section C);

c) Note the latest estimated change in General and Earmarked Reserves (Section C); and

d) Note the forecast position of the capital programme for the financial year ending 2023/24 (Section E).

15 PEOPLE AND CULTURE BOARD UPDATE QUARTER 3

S Kelsey presented the People and Culture Board Update Quarter 3.

SYFR's People and Culture Board meets quarterly to monthly to monitor progress of the Service's People Strategy and to scrutinise information from the four SYFR committees that report to the Board:

- Health, Safety and Wellbeing (HSW) Committee
- Equality, Diversity and Inclusion (EDI) Committee
- Workforce Planning Committee
- Workforce Development Committee

No new risks had been escalated to the Board in this quarter.

RESOLVED that Members note the contents of the report and provide further scrutiny and support to enable continuing effective management of people issues.

16 SERVICE DELIVERY BOARD UPDATE

AM S Dunker presented the Service Delivery Board Update.

The Service Delivery Board provided a service forum for principal stakeholders involved in Service Delivery to support the development and improvement of efficiency and effectiveness in all areas of Service Delivery.

The Board would primarily focus on the quality assurance of working with community partners to enhance the effectiveness of the Service's delivery, working together to best comprehend and respond to relevant community and risk information.

Members' attention was drawn to appendix A, which contained the Board's Terms of Reference.

Councillor Smith queried the laundry issues as stated in the report, and asked how many kits firefighters were issued with.

AM S Dunker responded that this was ongoing action and the Service was looking at additional laundry collections to combat this issue. In regard to kit, firefighters were provided with two sets with pool kit available in each district.

Councillor Wyatt asked for detail regarding the Body Worn Cameras project.

AM S Dunker informed Members that Business Fire Safety had used body cameras as part of evidence gathering exercises and the benefit analysis document would be reviewed in due course.

Councillor Ayris asked who the data controller was for the body cameras.

AM S Dunker responded that the project was subject to GDPR protocol, and the senior responsible person was the DCFO. Members would be provided with some case studies of how this data was used.

ACFO Strelczenie further added that Business Fire Safety only used cameras when there was a need to collect evidence.

Councillor Hogarth queried the cameras on turntable ladders.

AM S Dunker confirmed that the project was now defunct as there were considerable costs attached and no justified reason to retrospectively fit dedicated cameras to Turntable Ladders. In addition, mobile cameras could be used in addition to the use of SYPs drone for operational incidents where aerial footage was required.

RESOLVED that Members:-

- (a) Note the contents of the report and provide further scrutiny and support to enable the continuing effective management of the Service Delivery function; and
- (b) Be provided with case studies on the Body Worn Cameras project.

## 17 SERVICE IMPROVEMENT BOARD UPDATE

ACFO Strelczenie presented Service Improvement Board Update.

MICFRS inspection report for SYFR (published January 2023) identified 20 Areas for Improvement (AFIs). All of these AFIs were determined to be high priority. The Board received and scrutinised reports for all the AFIs identified in the SYFR inspection report. HMICFRS will expect to see progress against these AFIs.

Some of the deadlines for the completion of AFIs were imminent but that the 'progress complete' measure was showing a low percentage. The deadlines and percentage completions, for the majority of the AFIs, had been reviewed and amended. Many of the AFIs were on track for completion prior to the SYFR HMICFRS inspection commencing in February 2025.

Councillor Hogarth requested that original completion dates be included alongside revised completion dates.

Councillor Ball asked a question regarding progress addressing any gaps in capability which affect the availability of fire engines.

DCFO Carlin responded that the report had been produced in December and further work regarding on-call availability had progressed.

AM S Dunker further added that the latest on-call availability statistics showed a 10% improvement from last year.

RESOLVED that:-



(a) Members note the contents of the report and provide further scrutiny and support to enable continuous service improvement; and

(b) Original completion dates be provided in the next update report.

18 DRAFT MINUTES OF THE AUDIT AND GOVERNANCE COMMITTEE HELD ON 15 JANUARY 2024

RESOLVED that the draft minutes of the Audit and Governance Committee held on 15 January 2024 be noted.

19 DRAFT MINUTES OF THE APPOINTMENTS COMMITTEE HELD ON 24 JANUARY 2024

RESOLVED that the draft minutes of the Appointments Committee held on 24 January 2024 be noted.

20 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.

21 SUMMARY REPORT OF WAIVERS 2023

L Haigh presented the Summary of Waivers 2023 report.

At the November 2023 Fire and Rescue Authority meeting, Members requested that the committee be provided with a summary report detailing waivers that go through the approval process.

The data provided at Appendix A included all waivers that were approved under Section 33 of Contract Standing Orders part 5e using the appropriate delegated authority.

RESOLVED that Members note the contents of this report and endorse the ongoing scrutiny of waivers under the Contract Standing Orders.

CHAIR

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