

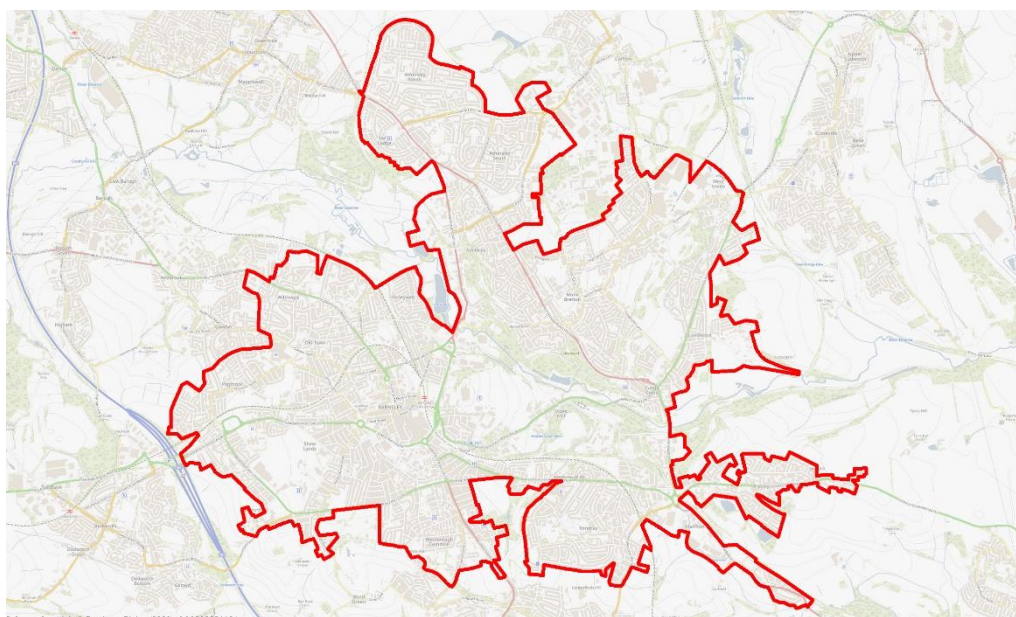
BARNSELY TOWN BOARD - TERMS OF REFERENCE

1. AIM

The overall purpose of this group is to strategically lead the development of the town centre, maintain oversight of the operational management of the town centre, and govern the Long-Term Plan for Towns programme focused on the Barnsley Urban Area, which includes the town centre and its surrounding districts.

2. SCOPE

The areas included are the Barnsley Urban Area, which includes the Town Centre of Barnsley and the following surrounding districts: Ardsley, Athersley, Gawber, Hoyle Mill, Kendray, Kingstone, Lundwood, Old Town, Measborough Dike, Monk Bretton, Pogmoor, Wilthorpe, and Worsbrough Common.



3. OBJECTIVES

The group will identify and oversee investment opportunities for the town centre and its surrounding districts to deliver the Town Centre Plan 2021-26 and the Long-Term Plan for Towns 10-year vision and successive 3-year investment plans.

The Town Centre Plan 2016-26 outlines five objectives:

- a) A town centre that is coherent, well designed, and healthy.
- b) A town centre that is accessible, better connected, and sustainable.
- c) A town centre that is a catalyst for a brighter future with a bustling and thriving economy – a great place to live, learn, and do business.
- d) Safe, inclusive, attractive, exciting, and welcoming family-first town centre.
- e) Winning hearts and minds: a well-promoted town centre with great stories to tell.

4. RESPONSIBILITIES

Individual members have the following key responsibilities:

- Work collectively to drive the development of the Barnsley Urban Area, including the town centre and its surrounding districts.

- Strategically lead, and subsequently oversee, the identification, development and delivery of all relevant initiatives impacting on the town centre and its surrounding districts.
- Maintain an oversight of the operational management of the town centre, tasking actions to the Urban Centre Strategy Group, which serves as an Internal Working Group to the LTPT programme.
- Provide input into and agreeing an evidence-based 10-year vision and revolving 3-year investment plans.
- Establish a programme of interventions to address priorities within the LTPT investment plans, ensuring coordinated and effective delivery, and to identify opportunities to drive forward new initiatives within the themes of the programme.

5. METHODS OF WORKING

The Board will meet to an agreed schedule of dates (at minimum, four times a year). Meeting dates will be distributed via email. Meetings will be a blend of in-person and online (utilising Microsoft Teams).

Any six members of the Board, including the Chair (or Deputy Chair) and Leader of the Council (or their nominated substitutes), shall constitute a quorum.

Each member of the Board shall have one vote which may be cast by a show of hands. Votes can only be cast by members attending a meeting of the Board.

The decision-making process will be documented, including the outcome of votes and any conflicts of interest, and reported within the published minutes.

Agendas and report packs will be distributed five working days in advance of a meeting. Draft minutes of meetings will be published on the BMBC website within 10 working days. Final minutes, once approved, will be published within 10 working days.

The Group Leader for Programme and Place Management will link actions from the Barnsley Town Board to the Urban Centres Strategy Group and bring forward matters from the Urban Centres Strategy Group to the Barnsley Town Board.

6. REPRESENTATION

Members must attend all meetings. If they are unable to attend, members can send an appropriate deputy (subject to approval by the Chair).

Membership of the Barnsley Town Board will comprise representatives from:

- Local businesses, such as Naylor Industries, PubWatch, Masonite, Smiths Estate Agents, Cranswick Convenience Foods, and the Chamber of Commerce.
- Cultural and sport organisations, such as Barnsley Civic, Barnsley Premier Leisure, and Barnsley Football Club.
- Community partners, such as Barnsley YMCA and Barnsley CVS.
- Public sector, such as Barnsley College, Barnsley NHS Foundation Trust, South Yorkshire Police.
- Elected representatives, such as the Member of Parliament, the Leader of Barnsley Council, and a local ward member.

Designated observers will be permitted to attend with the agreement of the Chair.

APPENDIX 1

URBAN CENTRES STRATEGY GROUP - TERMS OF REFERENCE

1. AIM:

The overall purpose of this group is to be collectively responsible for place making of urban centres in the borough and to lead, shape and influence the success of the town centre and high streets in the Principal Towns. The group will serve as the Internal Working Group for the Long Term-Plan for Towns programme.

2. SCOPE:

The areas included are the defined Town Centre of Barnsley and High Streets in the Principal Towns (Cudworth, Goldthorpe, Hoyland, Penistone, Royston, Wombwell).

3. OBJECTIVES:

This group will lead place making activities for the town centre and high streets in the Principal Towns, realising investment opportunities to transform public spaces and strengthen the connections between people and place. This group will ensure that the Long-Term Plan for Towns programme achieves maximum impact.

The Town Centre Plan 2016-26 outlines five objectives:

- a) A town centre that is coherent, well designed, and healthy.
- b) A town centre that is accessible, better connected, and sustainable.
- c) A town centre that is a catalyst for a brighter future with a bustling and thriving economy – a great place to live, learn, and do business.
- d) Safe, inclusive, attractive, exciting, and welcoming family-first town centre.
- e) Winning hearts and minds: a well-promoted town centre with great stories to tell.

4. RESPONSIBILITIES

Individual members have the following responsibilities:

- Understand the aims and objectives of the Town Centre Plan 2021-26, the Long-Term Plan for Towns, and the Principal Towns and Local Centres programmes.
- Take a genuine interest in the success of the town centre and high streets in the Principal Towns and Local Centres.
- Be an ambassador for the borough's urban centres and act on opportunities to communicate positively about them.
- Identify and submit funding proposals for projects in the town centre, Principal Towns, and Local Centres.
- Ensure projects are well managed, especially in terms of procurement and in responding to issues, risk, and proposed project changes.
- Support open discussion and debate and escalate issues to the Barnsley Town Board or the Principal Towns Programme Board.

5. METHODS OF WORKING:

Meetings will meet approximately every 8 weeks depending on the need and will be chaired by the Group Leader for Programme and Place Management.

Chair will report against progress to the Barnsley Town Board or the Principal Towns Programme Board and bring back any actions from the appropriate Boards to the Urban Centres Strategy Group.

The Group Leader for Programme and Place Management will link actions from this group to the Urban Centres Operational Management Group and bring any forward any matters from this group to the Urban Centres Strategy Group.

6. REPRESENTATION

Members must try and attend all meetings where possible. If they are unable to attend, members of the group can send an appropriate deputy.

Membership of the Urban Centres Strategy Group will comprise the following:

- Group Leader, Programme and Place Management (Chair)
- Place Development Officer (Minutes)
- Head of Culture & Visitor Economy
- Head of Commercial and Operational Services
- Head of Communications & Marketing
- Head of Economic Development
- Head of Health & Safety
- Head of Highways and Engineering
- Head of Libraries
- Head of Property
- Head of Public Health
- Head of Safer Barnsley
- Head of Stronger Communities
- Head of Strategic Transport
- Head of Waste, Recycling and Neighbourhood Services
- Head of Regulatory Services
- Head of Early Start, Prevention and Sufficiency

APPENDIX 2

URBAN CENTRES OPERATIONAL MANAGEMENT GROUP - TERMS OF REFERENCE

1. AIM

To manage the town centre and high streets in the Principal Towns operationally and collectively, promoting the vibrancy and vitality of Barnsley and taking action to ensure the continued economic and cultural success of urban centres in the borough.

2. SCOPE

The area included is the defined town centre of Barnsley and high streets in the Principal Towns (Cudworth, Goldthorpe, Hoyland, Penistone, Royston, Wombwell)

3. OBJECTIVES

Successful and effective place management.

The co-ordination and maintenance of urban centres operational standards for:

- Anti-social behaviour
- Crime (including CCTV)
- Cleansing
- Car parking
- Events
- Physical appearance
- Safety
- Street activity
- Street furniture
- Street maintenance
- Street scene quality and design

4. RESPONSIBILITIES

Individual members have the following responsibilities:

- Understand the aims and objectives of the Town Centre Plan 2021-26 and take a genuine interest in the success of the town centre and high streets in the Principal Towns and Local Centres.
- Be an ambassador for the borough's urban centres and act on opportunities to communicate positively about them.
- Share details on planned works and activity for the town centre and high streets in the Principal Towns.
- Work collaboratively to deliver regeneration projects that sit within the Town Centre Action Plan and investment plans for the Long-Term Plan for Towns and the Principal Towns and Local Centres programmes, amongst others.
- Support open discussion and debate and escalate issues to the Urban Centres Strategy Group.

5. METHODS OF WORKING:

Meetings will be approximately every three weeks and will be chaired by the Group Leader for Programme and Place Management.

The Chair will report on the activity of the Urban Centres Operational Management Group to the Urban Centres Strategy Group.

The Chair will take back actions from the Urban Centres Strategy Group to the Urban Centres Operational Management Group.

6. REPRESENTATION

Members must try and attend all meetings where possible. If they are unable to attend, members of the group must send an appropriate deputy.

Membership of the Urban Centres Operational Management Group will comprise the following:

- Group Leader, Programme and Place Management (Chair)
- Place Development Officer (Minutes)
- Barnsley Interchange, Operations Manager
- Civil Contingencies Advisor
- Community Engagement Team Leader
- Commercial Services Manager
- Communications and Marketing Manager
- Community Safety Coordinator
- Events & Logistics Manager
- Facilities Management Team Leader
- Group Leader, Glass Works Centre Manager
- Group Leader, Capital Projects
- Health, Safety, and Emergency Resilience Advisor
- Libraries Strategic Operational Delivery Manager
- Local Area Council Manager
- Market Manager
- Public Health - ENTEG
- Senior Network Coordination Officer,
- Service Manager, Cleansing
- Service Manager, Highway Delivery
- Service Manager, Regulatory Services
- South Yorkshire Police, Neighbourhood Policing Team
- Service Manager, Early Intervention and Prevention