



## SAFER BARNSLEY PARTNERSHIP

### SAFER BARNSLEY PARTNERSHIP EXECUTIVE BOARD MEETING MINUTES

Wednesday, 28 June 2017  
13:30 – 15:30

Silver Suite, Barnsley Police Station, Churchfields

#### Present:

Scott Green, Chief Superintendent: South Yorkshire Police (Chair)  
Wendy Lowder, Executive Director Communities: Barnsley Council  
Paul Brannan, Head of Service, Safer Barnsley: Barnsley Council  
Jane Wood, Head of Social Care & Health: Barnsley Council  
Jayne Hellowell, Head of Commissioning: Barnsley Council  
Carrie Abbott, Service Director Public Health: Barnsley Council  
Cheryl Wynn, Partnerships & Projects Officer: Office Police & Crime Commissioner  
Ben Finley, Youth Justice Service Manager: Barnsley Council  
Cllr Dave Griffin: Barnsley Council  
Tony Griffiths, Housing Management Group Manager: Berneslai Homes  
Phil Hollingsworth, Head of Stronger Communities: Barnsley Council  
Steve Fletcher, District Commander: SY Fire & Rescue  
John Hallows, Chair: Barnsley Neighbourhood Watch Liaison Grp  
Cllr Jenny Platts: Barnsley Council

In attendance : Sharon Pitt, Business Support Office:, Barnsley Council (Minutes)  
Mel Fitzpatrick, Strategic Governance & Partnership Manager:  
Barnsley Council

#### 1. Apologies & Introductions

The Chair welcomed everyone to the meeting and introductions were made. Scott Green confirmed he would chair the meeting and that he and Wendy Lowder would alternate the chairing of the Executive Board meetings going forward.

Apologies were received from:

Rhona Bywater – SYJS  
Damian Henderson & Kelly Jenkins – South Yorkshire Fire & Rescue  
Delphine Waring, Sarah Poolman & Mark James – South Yorkshire Police  
Ann Powell – National Probation Service  
Mel John-Ross – Barnsley Council  
Lennie Sahota – Barnsley Council (Jane Wood to attend)  
Dave Fullen – Berneslai Homes (Tony Griffiths to attend)  
Lesley Smith – Barnsley CCG  
Linda Mayhew – Criminal Justice Board

The Chair offered his formal congratulations to Phil Hollingsworth who would be taking up the position as Service Director - Safer, Stronger & Healthier Communities for Barnsley Council from 10 July 2017. In addition, he advised the meeting that Superintendent Sarah Poolman and DCI Delphine Waring had also recently taken up new appointments with South Yorkshire Police Barnsley District.

## **2. Minutes of Previous Meeting**

The minutes of the meeting held on 27 March 2017 were agreed as a true record.

### Action Schedule

#### **Action 1.1 – Accommodation Providers & Looked After Children**

Ben Finley confirmed that looked after children and links with accommodation providers falls within the remit of social care reporting to the Safeguarding Board. The number of looked after children placed in Barnsley by other Local Authorities was discussed. Ben Finley agreed to facilitate discussions with neighbouring authorities and accommodation providers to review the protocol in place for out of authority placements. Ben Finley agreed to provide a briefing note at the next Safer Barnsley Partnership Board meeting. Wendy Lowder requested that the briefing note include an outline of in-authority placements into Barnsley analysed by placing Local Authorities along with an overview of any demand created on Safer Neighbourhood Service resources.

**Action: Ben Finley to provide a briefing note at the next meeting to include an overview of in-authority placements into Barnsley, demand on Safer Neighbourhood Services and a progress update of developments with accommodation providers and neighbouring authorities outlining agreed protocols for out-of-authority placements.**

#### **Action 1.2 - Partnership Information Sharing Protocol**

Mel Fitzpatrick confirmed this had been circulated to all Board members, with a reminder, and requested that members return signatures in line with the given timescales. The Chair emphasised the importance of all partners signing up to the protocol as set out in the Crime and Disorder Act. Jayne Hellowell confirmed that a suite of supporting information sharing agreements are being developed and that sign-up to the over-arching information sharing protocol by partners is a crucial part of this process. The Chair asked that where sign-off is not received by any partner agencies, that this be escalated to the Co-Chairs of the Safer Barnsley Partnership.

**Action: If sign-off of the Information Sharing Protocol is not received by any partner agency in line with given timescales, Mel Fitzpatrick to escalate to the Co-Chairs of Safer Barnsley Partnership.**

#### **Action 2.1 - South Yorkshire Fire & Rescue Integrated Risk Management Plan**

Steve Fletcher confirmed that the South Yorkshire Fire & Rescue Integrated Risk Management Plan has now been implemented and that a new fire station is planned on the existing site on Broadway which will offer shared services. The Chair welcomed this as a great opportunity and any interested partners should contact Jayne Hellowell with suggestions on services which could be offered in the new premises. Jayne Hellowell to co-ordinate responses and bring back to

the next Board meeting.

**Action: Jayne Hellowell to co-ordinate responses regarding proposals in relation to providing shared and co-located services at the new fire station.**

### **Action 3.1 – Night Time Self-Assessment**

It was noted that the assessment been rescheduled for September and the results will be scheduled for a future Board meeting.

**Action: Mel Fitzpatrick to schedule an update from the Night Time Self-Assessment for a future meeting.**

### **Action 4.1 - CSE / Safeguarding Update Report**

Item deferred. Item to be re-scheduled for next Board meeting.

**Action: Mel Fitzpatrick to schedule CSE/Safeguarding update for next Board meeting.**

### **Action 5.1 - CRC Progress Update**

Item deferred. Item to be re-scheduled for next Board meeting.

**Action: Mel Fitzpatrick to schedule CRC progress update for next Board meeting.**

### **Action 6.1 - Charlie Taylor Review of Youth Justice**

Item deferred. Item to be re-scheduled for next Board meeting.

**Action: Mel Fitzpatrick to schedule Charlie Taylor Review of Youth Justice update for next Board meeting.**

### **Action 7.1 – Safer Barnsley Governance Update**

Governance to be discussed as part of the agenda – item discharged.

### **Action 8.1 - Safer Neighbourhood Service Update**

Paul Brannan advised that he had held an initial meeting with CRC regarding proposals to align specific resources with the Safer Neighbourhood Service. Wendy Lowder requested that a further meeting be held to agree a way forward in terms of aligning CRC resources with the Safer Neighbourhood Service.

**Action: Paul Brannan to meet with CRC to agree a way forward in terms of aligning CRC resources with the Safer Neighbourhood Service.**

### **Action 9.1 - Commissioned Services update**

Action not progressed. Jayne Hellowell to action and circulate a briefing note in relation to the new service commissions.

**Action: Jayne Hellowell to circulate briefing note in relation to the new service commissions.**

### **Action 10.1 – Referral Route to South Yorkshire Fire and Rescue**

Steve Fletcher confirmed that a refresh of how information is shared between Health and the South Yorkshire Fire and Rescue will be circulated. Jayne Hellowell reported that a meeting is to be held to carry out a whole system review to facilitate clearer pathways.

**Action: Steve Fletcher to circulate information sharing process between South Yorkshire Fire and Rescue and Health.**

### **Action 10.2 – Extension of Board Membership to SWYPFT**

Mel Fitzpatrick confirmed that an invite had been extended to Sean Rayner as the District Director for SWYPFT and that a response was awaited.

**Action: Mel Fitzpatrick to contact Sean Rayner to confirm the representative from SWYPFT.**

### **Action 10.3 – Safer Barnsley Agenda – June 2017**

Mel Fitzpatrick confirmed that the Safer Barnsley Partnership Board agenda had been revised to focus on performance and delivery. Item discharged.

## **3. Strategic Planning Approach Presentation**

Mel Fitzpatrick provided an overview of the Safer Barnsley approach to strategic planning on behalf of the Strategy & Performance Group. The presentation gave an outline of the strategic planning approach, the Partnership Plan and key priorities (2016-2020) along with current governance structures.

Scott Green highlighted that in terms of governance; the Safer Barnsley Partnership is a statutory partnership as set out in the Crime and Disorder Act 1998 and although locally the Safer Barnsley Partnership feeds into the Health and Wellbeing Board, there are no statutory reporting requirements placed on Community Safety Partnerships in relation to Health and Wellbeing Boards.

Scott Green re-emphasised that in line with the current governance arrangements, the Safer Barnsley Partnership should focus on strategic issues and proposed that the current Strategy and Performance Group be subsequently renamed the Performance and Delivery Group with the Terms of Reference amended to reflect tactical overview of the Safer Barnsley Partnership Delivery Groups. This was endorsed by members of the Board.

Scott Green confirmed that the Safer Barnsley Partnership will task the Performance and Delivery Group to oversee the effective delivery against the identified priorities ensuring a risk-based approach and focusing on the areas which collectively, the partnership can achieve the greatest impact supporting individuals, families and communities to achieve the best possible outcomes.

Scott Green advised that the Safer Barnsley Partnership needs to be cited on the strategic risks associated with the delivery of the Safer Barnsley priorities and that the next Board should consider the strategic risk register.

**Action: Mel Fitzpatrick to review the Strategy & Performance Group Terms of Reference to reflect the name change and remit and submit to the next Performance and Delivery Group for consideration. These will then be presented for ratification to the Safer Barnsley Partnership.**

**Action: Mel Fitzpatrick to review the Safer Barnsley strategic risk register and agenda for the next Safer Barnsley Partnership.**

#### **4. Protecting Vulnerable People Priority Presentation / Check & Challenge**

Jayne Hellowell gave a presentation on behalf of the Protecting Vulnerable People Delivery Group. The presentation gave an overview of the Delivery Group governance, delivery plan and the key actions to drive forward the identified priorities, the performance picture linked to the recently developed performance framework and key challenges and solutions.

Jayne Hellowell outlined that significant progress had been made with the re-commissioning of services supporting vulnerable people and that the group would continue to have a campaign-based approach particularly in relation to raising awareness of domestic abuse. Jayne Hellowell outlined the revised governance arrangements in relation to MARAC and advised that all Chairs had received refresher training.

Steve Fletcher asked for further clarity in relation to the governance arrangements of the Safe and Well Scheme stating that currently this is owned by the Early Help Adults Group under the Stronger Communities Partnership and the Protecting Vulnerable People Delivery Group. Wendy Lowder advised that this would be addressed as part of a proposed governance review in relation to the Stronger Communities Partnership.

Wendy Lowder thanked Jayne Hellowell and the Delivery Group for the valuable work undertaken to reshape commissioned services. It was emphasised that campaigns should be undertaken routinely and the changes made to MARAC governance and accountability were welcomed.

Tony Griffiths stated that the Delivery Plan was comprehensive and welcomed that the plan reflects the need to address domestic abuse across all risk levels.

Paul Brannan added that connectivity across the Delivery Groups and priorities will be vitally important in order to collectively address cross-cutting issues such as town centre conduct. Wendy Lowder stated that cross-cutting issues will be considered by the Performance and Delivery Group.

Scott Green thanked Jayne Hellowell for the presentation and the work of the Delivery Group. Scott Green requested that the performance framework for the Protecting Vulnerable People priority be reviewed and further refined particularly at a tactical level.

**Action: Phil Hollingsworth to provide an update to the next Safer Barnsley Partnership in relation to the proposed Stronger Communities Partnership governance review and the links to the Safer Barnsley Partnership.**

**Action: Jayne Hellowell & Jakki Hardy to further review and refine the Protecting Vulnerable People performance framework and submit to the Performance and Delivery Group for ratification.**

## 5. Community Tolerance & Respect Priority Presentation / Check & Challenge

Paul Brannan gave a presentation on behalf of the Promoting Community Tolerance and Respect Delivery Group. The presentation gave an overview of the Delivery Group governance, delivery plan and the key actions to drive forward the identified priorities, the performance picture linked to the recently developed performance framework and key challenges and solutions.

Paul Brannan outlined that significant progress has been made with the further development of the Channel Panel which reports to the Silver Prevent Partnership. A Prevent training programme has been implemented which supports development of skills and knowledge across all sectors.

Wendy Lowder thanked Paul for his presentation and thanked the Delivery Group for their work in relation to Prevent. It was highlighted the next regional Prevent meeting will be held in Barnsley. Wendy Lowder stressed the importance of encouraging representation from a broad range of stakeholders across the region in order to facilitate joint working and the sharing of best practice.

A discussion was held in relation to hate crimes and incidents and national standards for recording. Scott Green stated that a large proportion of hate crimes were usually recorded with the primary contributing factors being either vulnerability or ethnicity. Scott Green confirmed that the force lead for hate crime is Sarah Poolman.

Scott Green thanked Paul Brannan for the presentation and the work of the Delivery Group and requested that the performance framework for the Community Tolerance and Respect priority be reviewed and further refined particularly at a tactical level.

**Action: Paul Brannan & Jakki Hardy to further review and refine the Community Tolerance and Respect performance framework and submit to the Performance and Delivery Group for ratification.**

## 6. Tackling Crime & ASB Priority Presentation / Check & Challenge

Ben Finley gave a presentation on behalf of the Tackling Crime & ASB Delivery Group. The presentation gave an overview of the Delivery Group governance, delivery plan and the key actions to drive forward the identified priorities, the performance picture linked to the recently developed performance framework and key challenges and solutions.

Ben Finley outlined that the revised governance arrangements in relation to Crime and ASB were developing and that work was underway to further embed and align early help approaches. Ben highlighted that there had been changes in the joint Priority Lead Officer with DCI Delphine Waring taking up with position over recent weeks.

Steve Fletcher requested that the Fire Service be represented on the Delivery Group. John Hallows also asked if he could be added to the group on behalf of the Barnsley Neighbourhood Watch Group. Ben Finley confirmed he would amend the membership.

Both Wendy Lowder and Scott Green thanked Ben Finley for the presentation and the work of the Delivery Group. Scott Green requested that given the recent changes to Priority Lead Officer, that the delivery plan and performance framework for the Crime and ASB priority be reviewed to ensure full alignment with the Safer Barnsley strategic priorities.

**Action: Ben Finley and Delphine Waring to further review and refine the Tackling Crime & ASB delivery plan and performance framework and submit to the Performance and Delivery Group for ratification.**

**Action: Ben Finley to add Steve Fletcher (SYFR) and John Hallows (BNWLG) as members of the Crime and ASB Delivery Group.**

#### **7. Any Other Business**

Scott Green informed the meeting that an Organised Crime Partnership Board will be established locally and will be chaired by Delphine Waring. Meetings will be held quarterly and a number of attendees of the Safer Barnsley Partnership Board will be invited.

Wendy Lowder requested that the Board representative from the CCG be clarified.

**Action: Mel Fitzpatrick to clarify the Safer Barnsley Board representative with the CCG.**

Scott Green thanked everyone for their input and thanked Mel Fitzpatrick for her work in supporting the development of the Safer Barnsley Partnership.

#### **8. Date and Time of Next Meeting**

The next meeting will be held on Thursday, 14 September 2017, 13:30 – 15:30  
Silver Suite, Barnsley Police Station, Churchfields

**Action schedule from minutes (28 June 2017)**

1	<b><u>Action schedule 27 March 2017</u></b>
1.1	Ben Finley to provide a briefing note at the next meeting to include an overview of in-authority placements into Barnsley, demand on Safer Neighbourhood Services and a progress update of developments with accommodation providers and neighbouring authorities outlining agreed protocols for out-of-authority placements.
1.2	If sign-off of the Information Sharing Protocol is not received by any partner agency in line with given timescales, Mel Fitzpatrick to escalate to the Co-Chairs of Safer Barnsley Partnership.
1.3	Jayne Hellowell to co-ordinate responses regarding proposals in relation to providing shared and co-located services at the new fire station.
1.4	Mel Fitzpatrick to schedule an update from the Night Time Self-Assessment for a future meeting.
1.5	Mel Fitzpatrick to schedule CSE/Safeguarding update for next Board meeting.
1.6	Mel Fitzpatrick to schedule CRC progress update for next Board meeting.
1.7	Mel Fitzpatrick to schedule Charlie Taylor Review of Youth Justice update for next Board meeting.
1.8	Paul Brannan to meet with CRC to agree a forward in terms of aligning CRC resources with the Safer Neighbourhood Service.
1.9	Jayne Hellowell to circulate briefing note in relation to the new service commissions.
1.10	Steve Fletcher to circulate information sharing process between South Yorkshire Fire and Rescue and Health.
1.11	Mel Fitzpatrick to contact Sean Rayner to confirm the representative from SWYPFT.
2.	<b><u>Strategic Planning Approach Presentation</u></b>
2.1	Mel Fitzpatrick to review the Strategy & Performance Group Terms of Reference to reflect the name change and remit and submit to the next Performance and Delivery Group for consideration. These will then be presented for ratification to the Safer Barnsley Partnership.
2.2	Mel Fitzpatrick to review the Safer Barnsley strategic risk register and agenda for the next Safer Barnsley Partnership.
3	<b><u>Protecting Vulnerable People Priority Presentation/Check &amp; Challenge</u></b>
3.1	Phil Hollingsworth to provide an update to the next Safer Barnsley Partnership in relation to the proposed Stronger Communities Partnership governance review and the links to the Safer Barnsley Partnership.

3.2	Jayne Hellowell & Jakki Hardy to further review and refine the Protecting Vulnerable People performance framework and submit to the Performance and Delivery Group for ratification.
4	<b>Promoting Community Tolerance &amp; Respect Priority Presentation/Check &amp; Challenge</b>
4.1	Paul Brannan & Jakki Hardy to further review and refine the Community Tolerance and Respect performance framework and submit to the Performance and Delivery Group for ratification.
5.	<b><u>Tackling Crime &amp; ASB Priority Presentation / Check &amp; Challenge</u></b>
5.1	Ben Finley and Delphine Waring to further review and refine the Tackling Crime & ASB delivery plan and performance framework and submit to the Performance and Delivery Group for ratification.
5.2	Ben Finley to add Steve Fletcher (SYFR) and John Hallows (BNWLG) as members of the Crime and ASB Delivery Group.
6.	<b><u>Any Other Business</u></b>
6.1	Mel Fitzpatrick to clarify the Safer Barnsley Board representative with the CCG.

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