



**BARNSLEY COMMUNITY SAFETY PARTNERSHIP  
EXECUTIVE COMMITTEE MEETING MINUTES**

**Friday 29 May 2015  
2pm – 4pm**

**Silver Command Facility, Churchfield Police Station**

**Present:**

Liz Watson, District Commander - Barnsley, South Yorkshire Police (Chair)  
Paul Brannan, Barnsley MBC  
Cheryl Wynn, Office of the Police & Crime Commissioner  
Gill Blake, SYP  
Melanie Fitzpatrick, Barnsley MBC  
Kath Harris, Barnsley MBC  
Deb Mahmood, DCI Barnsley Crime Manager, South Yorkshire Police  
Sue Ludlam, Asst Chief Executive, South Yorkshire CRC (Probation)  
Wendy Lowder, Service Director, Communities, BMBC  
Liz Pitt, BMBC  
Jennie Milner, BMBC  
Julia Burrows, BMBC  
Amy Tilbrook, SYP  
Darren Asquith, Berneslai Homes  
Jamie Wike, BCCG  
Lorna Naylor, BMBC (Minutes)

**Introduction - Chair**

The Chair welcomed everyone to the meeting and around-the-table introductions were made.

**1. Apologies**

Apologies were received from John Hallows, Jenny Platts, Jim Andrews, Martin Farran, Mel John-Ross, Dave Fullen, Ben Finley, Linda Mayhew, Marie Carroll, Lesley Smith, Steve Green.

**Barnsley Community Safety Partnership  
Executive Group meeting**

**2. Minutes of Previous Meeting – 13 November 2014**

The minutes of the meeting of 12 February were agreed as a true record.

Action Schedule

- 1.1 CSE – Mel John-Ross suggested that the CSP Board consider the CSE Action Plan. Mel to present a copy to the next meeting (August 2015).
- 1.2 The Hate and Harassment Partnership has received contributions from BMBC, SY Police and Berneslai Homes. The Partnership now has sufficient funds to continue with their action plan. An update to be requested from the Hate and Harassment Partnership for the November 2015 meeting.
- 1.3 A BMBC cabinet report on Prevent to be prepared by Paul Brannan. The current arrangements to continue, with SY Police chairing the meetings until September 2015.
- 1.4 The DHR Review will be amended to incorporate comments received from the Home Office. A further update to be given at the August meeting. Following the update, a series of briefings will follow.

All other actions on the schedule were discharged or covered on the agenda.

**3. JSIA 2015/16 – Presentation by Gill Blake/Liz Pitt**

Liz Pitt and Gill Blake gave a presentation on the JSIA for 2015/16.

It is proposed that with effect from 2016, that there will be an integrated approach to the development of the JSIA & JSNA. There will be two separate front-end documents produced but one integrated data and intelligence evidence-base.

In order to support the joint JSIA and JSNA process, a strategic intelligence group and a data intelligence group will be established across the partnership arrangements. In the interim until these groups are established, a multi-agency Data Task and Finish Group will be established to progress the 2015 JSIA. Paul Brannan requested that Priority Lead Officers be invited to be part of the JSIA Data Task and Finish Group.

The draft timeline for the 2015 JSIA was outlined. A draft version of the 2015 JSIA will be available for consultation in September 2015 with the final version presented to the CSP Board for endorsement at the November meeting. The JSIA will then inform the strategic review of the CSP Plan and the CSP Priorities for next 3 years (2016 to 2019). Timescales and deliverability were discussed however, reassurance was given that whilst the timeline is challenging it is achievable.

Consultation with the public on the JSIA and JSNA documents will be undertaken. All agencies were asked to consider any current forums which could be consulted regarding the 2015 JSIA.

**Action: A JSIA Task and Finish Group to be established by Gill Blake and Liz Pitt.**

**Action: Each agency to consider whether they have any forums who could be involved with the consultation process.**

#### **4. Selective Licencing/Private Sector Housing**

Paul Brannan explained that it is proposed to develop a Selective Licensing scheme for Barnsley based on the Blackpool model. At present the private sector housing market is growing and the standard of a substantial amount of properties is poor. Barnsley has a lot of low priced housing, therefore ideal for landlords to purchase properties.

Landlords would have to apply for a licence; the cost for each licence would be approximately £600 and would last for 3 years.

The areas to be considered within the scheme in Barnsley is Goldthorpe where all private let houses would have to be licenced and Barnsley Town Centre where private let houses having 2 storey's or above, would have to be licenced.

The scheme would be managed on an area basis similar to how Berneslai Homes currently operate.

The legislation for Selective Licencing is very strict, but due to the private sector housing market being on the increase it is proposed to pursue such a scheme for Barnsley. It is the intention to develop the scheme over the next 12 months to start during 2016.

Members of the CSP agreed to endorse the project.

**Action: Paul Brannan to prepare a BMBC cabinet report on the scheme to identify a project management resource.**

#### **5. Unauthorised/Illegal Encampments**

Paul Brannan informed the meeting that in recent months, an increase in unauthorised/illegal encampments within the Borough had been observed. Once an encampment appears the amount of public concerns/complaints dramatically increases and has a huge impact on the supporting agencies such as BMBC, SYP and the legal services of both agencies.

Unauthorised/illegal encampments is an issue throughout the county.

Paul suggested that a protocol be developed for Barnsley; Liz Watson informed that she thought the county-wide community safety group were also considering developing a protocol.

It was agreed that a meeting be held for the key people to discuss developing a protocol for Barnsley.

**Action: Liz Watson to check on progress to-date with the development of a South Yorkshire protocol.**

**Action: Paul Brannan to arrange a meeting to discuss developing an Unauthorised/Illegal Encampment Protocol, to involve Simon Leake/Andy Hodgkinson from SYP.**

## **6. Review of Performance and Governance**

Mel Fitzpatrick circulated a report on the Review of Performance and Governance for 2015.

The report set out the following recommendations:-

- Members note the report and progress made to develop a performance dashboard based around outcome metrics for the Community Safety Partnership
- Members agree to the introduction of a Strategy and Performance Group, the remit of which will be :-
  - Oversee the production of the JSIA;
  - Review, develop and oversee the implementation of the 3 year Community Safety Partnership Plan;
  - Provide strategic direction and overview of the thematic sub-group delivery structures;
  - Effectively manage performance against the delivery of the CSP priorities and outcomes receiving exception reports on key risks/under performance from Priority Lead Officers and representatives of the relevant sub-groups to report assurance to the CSP Board.
- Members agree to the core membership of the Strategy and Performance Group being the responsible authorities and delegate authority to the CSP Co-Chairs to draft the Strategy and Performance Group terms of reference and report back to the CSP Board in August 2015 for endorsement.
- Members agree to refresh the terms of reference for the CSP Board in light of this review and task the sub-groups to do likewise to ensure absolute clarity in terms of accountability and assurance for the delivery of the CSP priorities and outcomes.

Members endorsed the recommendations of the report.

The revised performance framework and proposed targets for 2015/16 were tabled at the meeting. Board members were asked to feed back any comments to Mel Fitzpatrick within 2 weeks.

It was agreed that the Strategy and Performance Group scheduled for 11<sup>th</sup> June be cancelled but a planning meeting be held in its place to draft the Terms of Reference for the Strategy and Performance Group.

**Action: Any comments on the refreshed performance framework and proposed targets for 2015/16 to be sent to Mel Fitzpatrick within 2 weeks.**

**Action: Mel Fitzpatrick to arrange a Strategy and Performance planning meeting with the CSP Co-chairs for the 11<sup>th</sup> June 2015.**

## **7. Partnership Plan – Priority Area Performance Update**

Partnership Plan updates :-

### **Priority: Reducing alcohol & drug related harm (Jennie Milner)**

Jennie Milner presented an exception report with regards to PMI 2.

Currently the DAAT board do not receive any hospital data however; a discussion has taken place with the hospital to develop systems locally to enable the reporting of consistent local data.

### **Priority: Prevent and Reduce Reoffending (Sue Ludlam)**

Sue Ludlam advised that data collection systems were still in development and that re-offending data should be available from quarter 2 of 2015/16. The information provided will be based on the COMPASS model.

Sue Ludlam informed the meeting that Jan Hannett will be attending future meetings of the CSP. It is Sue's intention to refresh the Action Plan before Jan takes over.

Sue Ludlam informed that at present there is a spike in offenders and suggested that the next meeting receive an overview paper on the CRC and Probation.

**Action: Sue Ludlam to prepare a re-offending overview paper for presentation at the August meeting.**

### **Priority: Protecting vulnerable people (Kath Harris)**

Kath Harris informed that Barnsley has seen a rise in the reporting of sexual offences which is currently being monitored and may be due to changes of SYP recording systems.

Kath Harris acknowledged that the Action Plan needs to be updated.

### **Hate & Harassment Partnership**

The Hate and Harassment Partnership are currently reviewing the Action Plan.

The Hate and Harassment Conference is to be held on 25<sup>th</sup> September, 2015.

### **Priority: Reduce ASB (Paul Brannan / Deb Mahmood)**

ASB within the town centre has increased mainly around the Interchange. A meeting has been arranged (the Town Centre ASB Tactical Group) including members of the appropriate agencies to try and tackle and prevent the number of offences. SYP and other agencies are aware of who the prolific offenders are and are developing a multi-agency action plan to address the issues.

**8. Crime Performance Overview**

Due to SYP system changes, the crime overview will no longer be available in the same format as previously displayed.

Liz Watson gave a short update :-

Barnsley District crime rates are within the average of our comparison group. Burglary dwelling was previously below average but is moving into the average at present.

Sexual offences are still high as a force but Barnsley is below the force average. All 'Other Theft' is higher than the average which in the main is due to theft from petrol stations, sheds and of garden furniture.

**10. Future Operations/Events**

At the beginning of June, there is an U21s England football match taking place at Barnsley Football Club.

Saturday 20<sup>th</sup> June 2015 there is an all-day music festival taking place at various venues in the Town Centre.

**11. Any Other Business**

For information - The Alzheimer's Society in conjunction with the Police (contact Tim Fish) have developed a form for individuals to be registered, in case they go missing.

The restructure of SYP is taking place on 8<sup>th</sup> June 2015; some staff from Churchfields will be relocating to Churchfields Court.

Future meetings of the Community Safety Executive Partnership may not be able to take place in Churchfields, due to alterations taking place throughout the building.

The representative from Public Health will be Carrie Abbott and not Julia Burrows in future.

**12. Date and Time of Next Meeting**

The next meeting will be held on Thursday, 13<sup>th</sup> August, at 10:00 to 12:00 in Barnsley Police Station.

**Barnsley Community Safety Partnership  
Executive Group meeting**

**Action schedule from minutes (29 May 2015)**

1	<b>Actions relating to previous minutes:</b>
1.1	<b>Mel John-Ross to circulate the CSE Action Plan for discussion at the August meeting.</b>
1.2	<b>Hate and Harassment Partnership to provide an update to the CSP Board at the November meeting.</b>
1.3	<b>Paul Brannan to prepare a BMBC cabinet report on Prevent Duty.</b>
1.4	<b>An update on the DHR Review to be given by Kath Harris at the August meeting.</b>
2.1	<b>A JSIA Task and Finish Group to be established by Gill Blake and Liz Pitt.</b>
2.2	<b>All agencies to consider whether they have any forums which could be part of the consultation process for the JSIA/JSNA.</b>
3	<b>Selective Licencing/Private Sector Housing – Paul Brannan to prepare a BMBC Cabinet Report on the proposed Scheme.</b>
4	<b>Unauthorised/Illegal Encampments – Paul Brannan to arrange a meeting to discuss developing a protocol for Barnsley, contacts for SYP are Simon Leake/Andy Hodgkinson.</b>
5.1	<b>Performance and Governance Report – Any comments on the report circulated to be sent to Mel Fitzpatrick within 2 weeks.</b>
5.2	<b>Mel Fitzpatrick to arrange a Strategy and Performance planning meeting with the CSP Co-chairs for 11<sup>th</sup> June 2015.</b>
6	<b>Re-offending data and overview– Sue Ludlam to prepare an overview report for the next meeting.</b>