



**BARN斯LEY COMMUNITY SAFETY PARTNERSHIP
EXECUTIVE COMMITTEE MEETING MINUTES**

**Thursday 13th August, 2015
10am-12.00am**

Westgate, Plaza, Level 4, Room 5

Present:

Martin Farran, Barnsley MBC (Chair)
Shelley Hemsley South Yorkshire Police
Tony Coy, South Yorkshire Police
Gill Blake, South Yorkshire Police
Melanie Fitzpatrick, Barnsley MBC
Kath Harris, Barnsley MBC
Jan Hannett, South Yorkshire CRC (Probation)
Jennie Milner, Barnsley MBC
Dave Fullen, Berneslai Homes
Linda Mayhew, South Yorkshire Criminal Justice Board
Julian Horsler, Barnsley MBC
Ben Finley, Barnsley MBC - YOT
John Hallows, Barnsley Neighbourhood Watch Liaison Group
Carrie Abbott, Barnsley MBC - Public Health
Jenny Platts, Barnsley MBC
Mel John-Ross, Barnsley MBC
Jade Francis-Rose, Barnsley CCG
Lorna Naylor, Barnsley MBC (Minutes)

Introduction - Chair

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

1. Apologies

Apologies were received from Paul Brannan, Deborah Mahmood and Tim Innes.

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2. Minutes of Previous Meeting – 29 May 2015

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

Action Schedule

- 1.1 The BMBC Prevent Cabinet Report to be circulated to members for information. (Paul Brannan)
- 1.2 Selective Licencing/Private Sector Housing – A copy of the report to be circulated once it is complete. (Paul Brannan)
- 1.3 Unauthorised/Illegal Encampments – The protocol for Barnsley has been drafted and a further meeting arranged with SYP for further discussion.
- 1.4 All other actions on the schedule were discharged or covered on the agenda.

3. Hate and Harassment Partnership – Annual Report

Jules Horsler gave an overview of the Hate and Harassment Strategy 2014-17, Annual Progress Report – June 2015.

The following points were highlighted:-

- The Hate and Harassment Performance Group has become more focused and effective;
- The local community have become more involved/aware since the launch of the Strategy in June 2014;
- The procedure for reporting incidents is simpler, there is now a single contact phone number and updated website;
- Emerging areas of work are around sexual harassment especially within the Town Centre and working with the deaf community who have little knowledge of the Hate and Harassment Partnership and how to report incidents;
- A gender equality event is taking place in December 2015;
- Hate and Harassment incidents have been responded to quicker over recent times for example incidents in takeways;
- The Hate and Harassment Conference will take place on 25th September, 2015.

The following comments were made :-

Once the Hate and Harassment Annual Report has been ratified by the Hate and Harassment Partnership, a summary report will be prepared and circulated as widely as possible within the partner organisations. It was suggested the report be sent to the Safeguarding Board Chair, the Head Teacher Alliance Forum and Tim Innes within South Yorkshire Police.

Action :- Board members to contact Jules Horsler to reserve a place to attend the Hate and Harassment Conference.

Action :- Jules to prepare a summary of the Hate and Harassment Annual Report and circulate as widely as possible across partner agencies.

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4. Louise Casey Report / CSE Action Plan

Mel John-Ross gave an update on the CSE Action Plan. Mel explained that the governance for CSE lies with the Children's Safeguarding Board, the CSE multi-agency strategic group and the operational group who carry out the quality assessment.

The circulated plan identifies current progress. Item 16 Therapeutic Support, is the only area presenting a challenge at present, although BMBC/CCG has identified further resources to fund additional workers via BSARCS to take this work forward.

Mel informed the group that following the Louise Casey report, BMBC have developed a work programme, and is working with colleagues in South Yorkshire Police (led by ACC Ingrid Lee) to consider how the recommendations of the report can be taken forward across the South Yorkshire Region, acknowledging each district is different.

Mel informed that a Safeguarding week will be held later in the year to promote awareness. John Hallows stated that the Confirmer system could be used to send out any messages into the community, if necessary.

It was agreed at a previous meeting that an update on CSE would be provided to this meeting twice a year or more frequently in line with emerging priorities.

5. Domestic Homicide Review (DHR) Update

Kath Harris gave an update on the DHR review. The original report was submitted to the Home Office and rejected with further information requested regarding a number of points. Previously the independent chair indicated that due to unforeseen circumstances he would be unable to continue with the case, however recent contact has indicated that he is now able to undertake the further work, therefore the panel has been reconvened and the report is being progressed with the aim of completing it and re-submitting to the Home Office by the end of September.

A letter will be sent to the Home Office requesting an extension to enable the completion of the report. Shelley Helmsley/Tim Innes will sign the letter if required.

Linda Mayhew offered to help with reviewing the report as they have some experience of DHR reviews.

Action : Kath Harris to liaise with Shelley Hemsley/Tim Innes and forward the letter requesting an extension to the Home Office.

6. Crime Performance Overview

DS Tony Coy gave an update of the crime figures in the Borough :-

- Crime is continuing to fall;
- Burglary currently stands as 2 per day;
- Vehicle crime is slightly up in relation to insecure vehicles, and vans containing tools.

Shelley Helmsley added that currently Barnsley is doing well. Recent reports of bogus official burglaries are being monitored to ensure there is not an emerging theme.

7. Strategy and Performance Group Update

The action notes from the CSP Strategy and Performance Group held on 7th August 2015 were circulated for discussed.

2015/16 Performance Targets

The targets in relation to the CSP Performance Dashboard for 2015/16 were agreed, however it was proposed that the use of targets in relation to the 2016/17 CSP Plan would need to be considered further by the CSP Board. During the consultation process in relation to the 2015/16 target setting, comments were received from the Office of the Police and Crime Commissioner in relation to the potential disadvantages of the use targets. The CSP Board agreed to invite the a representative from the Office of the Police Crime Commissioner to the November CSP Meeting to provide a presentation regarding target setting.

Action: 2015/16 targets agreed however, the use of targets in 2016/17 would be further considered by the CSP Board before the end of the financial year.

Action : Mel Fitzpatrick to invite the Office of the Police Crime Commissioner to the November CSP Meeting to provide a presentation regarding target setting.

CSP Plan Qtr 1 2015/16 Performance Overview

Mel Fitzpatrick gave an overview of the quarter 1 performance position. The meeting considered the key risk areas and the following actions were agreed:

Action: Delivery Plans of the CSP Sub-Groups to be reviewed by the CSP Strategy and Performance Group to ensure the plans reflect the strategic direction and priorities of the CSP.

Action: Re-offending Sub-Group to work collaboratively with Drug and Alcohol Action Board (DAAT) Sub-Group to undertake a deep dive to examine successful treatment completions in relation to criminal justice clients.

Action: DAAT Board to undertake further work to understand alcohol related attendances and admissions at the hospital to report in a timely manner.

Action: Adult Reoffending – presentation to be provided to CSP Board following organisational changes in Probation Services.

Action: Domestic Abuse and Sexual Violence Sub-Group to investigate qualitative and sub-level performance data to inform future service provision.

Sub-Group Update Reports

CSP Sub-Group reports were received and the following exceptions were identified for CSP consideration:

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Hate and Harassment Sub-Group

Stakeholder Conference to be held on 25th September 2015.

Action: CSP nominations required to attend Hate and Harassment Conference and members to contact Jules Horsler direct.

Current communications fund will cease in 2015/16.

Action: CSP partners to consider contributions to continue Hate and Harassment communications work from April 2017.

DAAT Sub-Group

No escalations were received.

Domestic Abuse and Sexual Violence Partnership Sub-Group

MARAC Steering Group governance structure was discussed.

Action: MARAC Steering Group reporting and governance to be reviewed by Jayne Hellowell as Priority Lead Officer to clarify whether reporting should be at a local or sub-regional level. Report to be submitted to Strategy and Performance Group for consideration before end of calendar year.

Tactical Tasking and Coordination Sub-Group

No escalations received.

Re-offending Sub-Group

No Update Report received.

Action: Mel Fitzpatrick to meet with Re-Offending Sub-Group Lead Officers to review governance arrangements.

8. CSP and Sub-Structure Terms of Reference Review

The Terms of Reference for the CSP and its Sub-Structure were circulated for ratification.

Mel Fitzpatrick gave an overview of the CSP governance review and outlined that the main focus was to ensure governance arrangements were reframed to strengthen the golden thread and effective linkage with the sub-structures.

The CSP Board endorsed the updated CSP Terms of Reference and requested that clarification be sought as to whether these should be submitted to the Health and Wellbeing Board for approval.

The CSP Board endorsed the CSP Strategy and Performance Group Terms of Reference.

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Mel Fitzpatrick outlined the position in relation to the review of the CSP Sub-groups Terms of Reference:

- The Terms of Reference of the Hate and Harassment Sub-Group were presented to the CSP Board for ratification and these were approved.
- The Tactical and Coordination Sub-Group Terms of Reference were presented to the CSP Board. Ben Finley requested that the membership reflect the Youth Offending Team rather than Multi-System Therapy which is a functional team which forms part of the Youth Offending Team. Subject to this amendment, the Terms of Reference were approved.
- It was highlighted that the Drug and Alcohol Action Board (DAAB) Terms of Reference circulated to the CSP Board were in draft form and were out for consultation to be presented to the October DAAB Board for endorsement. Martin Farran requested that the endorsed DAAB Terms of Reference be presented to a future CSP Board meeting for ratification.
- The Terms of Reference for the Domestic Abuse and Sexual Violence Group (DAVSP) have yet to be received and were currently under review with a view to the revised Terms of Reference being presented to the DAVSP in October for endorsement. Martin Farran requested that the endorsed DAVSP Terms of Reference be presented to a future CSP Board meeting for ratification.
- No update was received in relation to the Re-offending Sub-Group. Mel Fitzpatrick/Gill Blake to liaise with Kerry Ibbotson-Devine (CRC) and Ben Finley as joint chairs to clarify the timeframes as to when the refreshed Terms of Reference will be available.
- As the Prevent Partnership Sub-Group and the Unauthorised Encampments and Minority Communities Sub-Group were newly aligned to the CSP governance structure, Martin Farran requested that Mel Fitzpatrick/Gill Blake liaise with lead officers of each of the respective sub-groups to establish/review the Sub-group Terms of Reference. These should be presented to a future CSP Board for ratification.

Action: Mel Fitzpatrick to clarify with Council Governance whether the CSP Terms of Reference should be submitted to the Health and Wellbeing Board for approval.

Action: Gill Blake to amend the Tactical and Coordination Sub-Group Terms of Reference to reflect the membership as the Youth Offending Team rather than Multi-Systemic Therapy as requested by Ben Finley.

Action: Mel Fitzpatrick to liaise with the DAAB Board lead to ensure the Sub-Group endorsed Terms of Reference are submitted to the CSP Board for ratification.

Action: Mel Fitzpatrick to liaise with the DAVSP Board lead to ensure the Sub-Group endorsed Terms of Reference are submitted to the CSP Board for ratification.

Action: Mel Fitzpatrick/Gill Blake to liaise with Kerry Ibbotson-Devine regarding the Re-offending Sub-Group to clarify the timeframes as to when the refreshed Terms of Reference will be available for submission to the CSP Board for ratification.

Action: Mel Fitzpatrick/Gill Blake to liaise with the lead officers of the Prevent Partnership Sub-Group and the Unauthorised Encampments and Minority Communities Sub-Group to review/establish Sub-Group Terms of Reference for submission to the CSP Board for ratification.

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9. Joint Strategic Intelligence Assessment (JSIA)

Gill Blake gave an update on the progress of the JSIA. The project completion timescales remain tight and are currently approximately 1 week behind but assurance was given that this slippage should be regained over the coming weeks and should not affect the project end dates.

Some data returns remain outstanding and there are outstanding queries in relation to the Fire Service projection data, however, these areas are currently being progressed.

The public consultation process still needs some consideration. Members of the Board informed the following may be able to help – the BMBC Residents Survey (contact Rachel King), the Berneslai Homes E-Bulletin (contact Dave Fullen), the Ward Alliances (contact Wendy Lowder).

10. Future Operations/ Events

Gay Pride Event – 6th September, 2015
Penistone Show – 12th September, 2015
Battle of Britain Parade – 13th September, 2015
Fairs at Grange Lane & Locke Park
Cannon Hall Road Race – September, 2015

Action: Shelley Hemsley/Gill Blake to circulate a future operations schedule detailing planned operations up to April 2016.

11. Any Other Business

Martin Farran informed the group that he had recently attended a BMBC internal meeting on Community Cohesion, where it was agreed to hold a multi-agency workshop on 21st September, 2015. Martin Farran to invite all relevant partner agencies to attend.

Action: Martin Farran to invite all relevant partner agencies to attend the multi-agency workshop on 21.9.15.

Shelley Hemsley thanked Martin Farran and Kath Harris for their contributions to the Community Safety Partnership and to South Yorkshire Police and wished them well for the future.

12. Date and Time of Next Meeting

The next meeting will be held on Wednesday 11th November, at 10:00 to 12:00 in Westgate Level 3 Room 4.

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Action schedule from minutes (13 August 2015)

1	Actions relating to previous minutes :
1.1	Paul Brannan to circulate the Prevent Cabinet Report.
1.2	Paul Brannan to circulate the Selective Licencing/Private Sector Housing Report
1.3	Paul Brannan/Shelley Hemsley to circulate the Protocol for Unauthorised/Illegal Encampments once its finalised.
2	<u>Hate and Harassment Partnership</u>
2.1	Board members to contact Jules Horsler to reserve a place to attend the Hate and Harassment Conference.
2.2	Jules to prepare a summary of the Hate and Harassment Annual Report and circulate as widely as possible across partner agencies.
3	<u>DHR Review</u>
3.1	Kath Harris to liaise with Shelley Hemsley/Tim Innes and forward the letter requesting an extension to the Home Office.
4	<u>Strategy and Performance Group</u>
4.1	2015/16 targets agreed however, the use of targets in 2016/17 would be further considered by the CSP Board before the end of the financial year.
4.2	Mel Fitzpatrick to invite the Office of the Police Crime Commissioner to the November CSP Meeting to provide a presentation regarding target setting.
4.3	Delivery Plans of the CSP Sub-Groups to be reviewed by the CSP Strategy and Performance Group to ensure the plans reflect the strategic direction and priorities of the CSP.
4.4	Re-offending Sub-Group to work collaboratively with Drug and Alcohol Action Board (DAAT) Sub-Group to undertake a deep dive to examine successful treatment completions in relation to criminal justice clients.
4.5	DAAT Board to undertake further work to understand alcohol related attendances and admissions at the hospital to report in a timely manner.
4.6	Adult Reoffending – presentation to be provided to CSP Board following organisational changes in Probation Services.
4.7	Domestic Abuse and Sexual Violence Sub-Group to investigate qualitative and sub-level performance data to inform future service provision.

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4.8	CSP nominations required to attend Hate and Harassment Conference and members to contact Jules Horsler direct.
4.9	CSP partners to consider contributions to continue Hate and Harassment communications work from April 2017.
4.10	MARAC Steering Group reporting and governance to be reviewed by Jayne Hellowell as Priority Lead Officer to clarify whether reporting should be at a local or sub-regional level. Report to be submitted to Strategy and Performance Group for consideration before end of calendar year.
4.11	Mel Fitzpatrick to meet with Re-Offending Sub-Group Lead Officers to review governance arrangements.
5.	<u>CSP and Sub-Structure Terms of Reference Review</u>
5.1	Mel Fitzpatrick to clarify with Council Governance whether the CSP Terms of Reference should be submitted to the Health and Wellbeing Board for approval.
5.2	Gill Blake to amend the Tactical and Coordination Sub-Group Terms of Reference to reflect the membership as the Youth Offending Team rather than Multi-Systemic Therapy as requested by Ben Finley.
5.3	Mel Fitzpatrick to liaise with the DAAB Board lead to ensure the Sub-Group endorsed Terms of Reference are submitted to the CSP Board for ratification.
5.4	Mel Fitzpatrick to liaise with the DAVSP Board lead to ensure the Sub-Group endorsed Terms of Reference are submitted to the CSP Board for ratification.
5.5	Mel Fitzpatrick/Gill Blake to liaise with Kerry Ibbotson-Devine regarding the Re-offending Sub-Group to clarify the timeframes as to when the refreshed Terms of Reference will be available for submission to the CSP Board for ratification.
5.6	Mel Fitzpatrick/Gill Blake to liaise with the lead officers of the Prevent Partnership Sub-Group and the Unauthorised Encampments and Minority Communities Sub-Group to review/establish Sub-Group Terms of Reference for submission to the CSP Board for ratification.
6	<u>Future Operations/Events</u>
6.1	Action: Shelley Hemsley/Gill Blake to circulate a future operations schedule detailing planned operations up to April 2016.
7	<u>AOB - Community Cohesion</u>
7.1	Martin Farran to invite all partner agencies to attend the multi-agency workshop on 21.9.15.